DATE CCUU BOT Meeting March 21, 2018

Board President Christine Organ called the meeting to order at 7:10 p.m. Reverend Hilary shared the opening readings and board members recited the BOT covenant.

Attendance:
- Mike Berry
- Karen Epps
- Kristin Huston
- Jeanie Michalec
- Christine Organ
- Peggy Simonsen
- Marcus White
- Rev. Hilary Krivchenia

Absent:
- Kathryn Hillyer
- Joy Simon

Consent Agenda:
- February BOT Minutes, February Financials, March Finance Committee Minutes and March Ministry Council Minutes

Peggy reported that the Ministry Council has reconsidered the need for monthly meetings and has decided to make a change. The Council will meet in the spring to plan for the upcoming year, in the fall to review current actions and in January to consider budget needs for the next year. The Council will communicate by email and attend committee meetings as appropriate in between. This strategy will be tried for the coming year.

Kristin moved to accept the consent agenda, Jeanie seconded. The motion carried unanimously.

Updates from Board Committees:

Executive Team:

Christine reported the Executive Team (ET) met and talked about the project planning document and documentation regarding actions in the event of a longer-term absence of the Senior Minister.
Ministry Council Updates:

Peggy outlined the plan to change the meeting schedule as described above. Additionally, she reported the annual meeting presentation, in a yearbook type format, is underway.

Foundations/Operations:

No report

Personnel:

Rev. Hilary reported Cathy Maraist has resigned due to significant work commitments. Linda Berry is seeking other Committee members, including Linda Kuna who has expressed interest.

Finance:

Marcus reported it appears we may have a meaningful surplus at the end of the fiscal year. At the May Board meeting he will have more confidence regarding the numbers and outlook.

People are contributing more than 100% of their pledges. Additionally, approximately $7,000 has been received this year on prior year pledges. We have also experienced minimal delinquency on pledges.

Other contributors to the possible surplus are: good Facility usage, expenses are well under control. However, the Ways and Means revenue line item will likely be zero. Rev. Hilary also cautioned that some professional development expenses occur at the end of the fiscal year. As the year comes to a close, the Board will ultimately need to decide what to do with any surplus.

Special Task Forces/Teams:

Governance Process/Policies:

No report – Hillyer absent

Safety:

Karen reported that she and Jeanie Michalec attended a day long program sponsored by Advocate Health and the Lake County Sheriffs Department. Karen had a follow up meeting with Rev. Hilary and Laurie to gather information and materials about actions previously taken in this area. Karen will be working with team members to advance these efforts.

Ways and Means:

Christine reported this team was scheduled to meet in early March but she is not certain if they were able to meet. It was discussed that this team has potentially been hampered by a variety of factors – including lack of a Board representative, resource issues due to the high needs of the T&T Auction and Music with a Mission, some overlap with Ministries, etc. Christine asked Board
members to review this discussion, the Ways and Means policy and overall church priorities to determine whether this Team should continue at this time and, if so, how we can best support their success.

Ongoing Business:

1. Stewardship Update:

   Christine reported, to date, there have been 191 pledges for next year totaling $388,427; this represents an increase of $3,348 from these households. Thirty-four households are under follow-up. Twenty-one of these pledged in 2018 for approximately $17,000, $9,000 of which has been paid to date.

   After the second ask, current year pledges totaled $414,000 – approximately $26,000 greater than current pledges. Potential actions considered include: an adjustment to the delinquency rate applied in the budget due to recent, positive experience and conducting a second ask. Christine expressed she would like to discuss the pledge status at the April 8th Town Hall meeting in order to keep people informed in advance of the Annual Meeting.

2. Preliminary Budget:

   Christine reported that the Budget Team will meet during the first week of April. The Personnel Committee (from information provided by Cathy Maraist) has recommended either a 1% cost of living increase for staff ($3,618) or increases to bring staff to midrange UUA amounts ($6,200). The Personnel Committee also points to the ongoing need to consider budgeting for positions such as: Ministerial Intern, Office Assistant, Sexton and Membership Coordinator.

3. Lighting Issues:

   Potential lighting changes were briefly discussed. Marcus emphasized that any such expenditures would be capital improvement items.

4. Memorial service policy and Project Planning document:

   Christine asked all Board members to review these documents in advance of the April meeting – with an eye to approving them in April.

Looking Towards Next BOT Meeting:

- Readings:
  - April - Mike
  - May — Jeanie
  - June — Christine
Action Items:
1. BOT donation of GA ticket is coming up. Christine will email the amount for each Board member to contribute.
2. Town Hall meeting on April 8th

Sunday Announcements:
- March 25 – Jeanie Michelac
- April 1 – Karen Epps
- April 8 – Marcus White
- April 15 – Joy Simon
- April 22 — Peggy Simonsen

Closing Reading
Adjournment
The meeting was adjourned at 9:10 p.m.