President Christine Organ called the meeting to order at 7:06 p.m.
Christine shared the opening reading (“The Border” by Alberto Rios) and board members recited the BOT covenant.

Attendance:
- Christine Organ
- Joy Simon
- Peggy Simonsen
- Karen Epps
- Jeanie Michalec
- Kristin Huston
- Mike Berry
- Marcus White
- Kathryn Hillyer

Remote (via Zoom):
- Hilary Krivchenia

Guests:
- duRee Bryant (incoming Vice President)
- MaryAnne O’Dowd (incoming President-Elect)
- George Motto (incoming Trustee)

Consent Agenda:
1. April BOT Meeting Minutes
2. Annual Meeting Minutes
3. May Financials
4. June Finance Meeting Minutes
   - There is a misspelled name (Tony Pretto) in Annual Minutes. Marcus pointed out the surplus and how we can fulfill last year’s reinstatement list and part of this year’s, but have to wait until the end of this fiscal year. The rest of the discussion will be held later, during his report.
   - Karen Epps moved to accept the consent agenda (including revisions), Joy Simon seconded. The motion carried unanimously.

Updates from Board Committees:

Executive Team:
   - The Executive Team met last week and discussed some follow up after the Annual Meeting, such as volunteer opportunities. They will work with Laurie when she returns from GA, developing a specific list of tasks with time
commitments. They also discussed assembling a DLRE search committee (still forming the group), and set up the North Property Task Force (Debbie Lee, Mike Berry, Ron Vargason, Gary LaBedz). Hilary recommended to have the search committee meet as soon as possible (before the end of June) so they can develop their timeline and start assigning tasks. They discussed having cake after the ingathering in September to celebrate the anniversary of the church and it will also be Hilary’s 10th anniversary.

Ministry Council Updates:

- There was the BOT/MC meeting on June 2. There weren’t as many ministry people able to attend, but those who were there left with a better picture of how BOT and MC work together. There will be a Ministry Fair on September 23, rather than dividing each ministry into a month as has been done in the past few years.

Finance:

- Marcus said he did receive the 15/16 audit report on May 20. There wasn’t much of note. As of next month, we are again two years behind in the audits, when we had hoped to complete two audits this year. Marcus suggested looking for people to do the 16/17 audit now. Christine asked if it would be possible to do the 17/18 audit simultaneously. Marcus said it might be more efficient, but we would have to find people willing to work over the summer. Christine will work with Hilary to develop a team of people.

- The Capital Reserve fund is kept in some investments with 25% in a mutual fund and the remainder in cash (making no interest). There is no policy that 75% must be kept in cash, so the Finance Committee recommends having 16% held in cash (for emergency needs), the remaining 84% split between equity mutual funds (like the current 25% is at this time), 42% in bond mutual funds. The next step would be to determine which funds, then ask for board approval. Mike pointed out the current fund has high fees and there are others with lower fees. Karen recommended having a policy that states something about having the church’s money invested reasonably. Marcus said the results of the work so far shows the committee is quite conservative in tending to the funds of the church. We will be developing a policy on this. Kathi asked if a policy is needed for the Endowment Fund, and Mike said it operates independently. Hilary said there should be information shared with the congregation about what the Endowment Committee does, without it being restrictive. This would be some type of overarching policy that would guide the work of the Endowment Committee. Peggy said the socially responsible category is important. Mike said it’s called ESG (Environmental, Social, Governance). Mike asked if UUA has guidelines about capital reserves, and that they usually seem to be held in cash. Hilary will check at GA.

- The BOT will vote on this once we get input from Hilary.

- Marcus said the last item is the budget reinstatement list. We’ve already done some of the UUA dues (because of the Raise the Paddle at Time and Talent), the ministries are running ahead of budget so far and probably won’t use all their money. He asked for permission to spend to the extent that it’s possible to do so to fund the items on the reinstatement list before the end of the fiscal year so they can be on this year’s books and not carry over into next year. He said it will
probably require about $28,000 to meet the list and that we should have that money easily. Hilary clarified that the ministerial intern line item didn’t accumulate but each year would roll into the operating reserve funds, but it would be increased each year by $1000 until it reached $6-7000 and then it would fund an intern.

Karen moved to authorize moving forward on paying the reinstatement list to the extent money is available. Jeanie seconded, the motion passed unanimously.

Marcus asked what we would do if we had more money than we needed to fund the reinstatement items in the future. Funding the Endowment, the Capital Reserve, pay down the mortgage were suggested. The Finance Committee recommends using surplus to serve as seed money to pay down the mortgage. Next year we could have paying down the mortgage as a focus, perhaps asking the congregation to donate to reduce the amount that would have to be refinanced. Christine pointed out that would have to be done now.

Marcus said there were two things: one—should excess funds be used to pay down the mortgage; two—should we ask for donations. Mike pointed out it could be used to lower the points because the rate will probably be higher. Christine pointed out that the response this year to the idea of a capital campaign was not positive. She said we could be spending a lot of energy to get an amount of money that isn’t really impactful. We could also harm our year-round stewardship focus. Peggy said if we have surplus, then why do we need to ask for more money for that. Jeanie said a capital campaign needs to be something big, significant, appealing and paying down the mortgage isn’t as attractive. Christine suggested telling people we’re using the surplus to pay down the mortgage, and if anyone wants to donate more funds that would be great. Karen said don’t call it a capital campaign. The solar panel campaign was successful because it was defined (you can buy a panel for $250). Could we define the mortgage the same way? Peggy asked if there was a reinstatement item in 17/18 for salary or benefits. Marcus said no, it’s on next year’s list. Jeanie asked if the safety items are on the reinstatement list. Christine said some should come out of the capital reserves. Steve Black gave her an updated capital expense forecast and she’ll disseminate it. Christine asked if we want to take any surplus and put towards personnel. Joy said we need to build for the future, it’s not just for one time.

Christine suggested thinking about what to do with the extra funds after paying for this year’s reinstatement items. Marcus recommended putting the extra into Operating Reserve until we decide what to do with it.

Marcus moved that any surplus over and above the funds used to pay for this year’s reinstatement items be deposited in the Operating Reserve until the Board decides how those funds will be used. Mike seconded, passed unanimously.

Foundations/Operations:

Kristin spoke with Dan Huntsha and will have someone from Faith in Place do a survey of CCUU’s electrical lighting systems. Currently exterior lights cost us the most and perhaps we should start with replacing those first. Faith in Place has someone who can evaluate this. The information from Jeff Phillips will also be sent on to them.

Personnel:
Joy said most of the meeting time focused on developing the DLRE search committee list of members. Christine said they will call a meeting before Hilary goes off in July. Karen asked if Kathy Underwood has accepted the interim Director of Lifespan Religious Education position. She has, the contract hasn’t been signed yet. There will also be families providing input in the fall as to things to include in the program in the future. Karen asked about adult faith development also, and Hilary said that is also going to be looked at.

Hilary said she did an exit interview with Jules and it will be available to the board in the next couple of months. She’d also like the region to do an exit interview and that will include the minister and the BOT.

Special Task Forces/Teams:

Governance Process/Policies:

Kathi will be meeting with Laurie in July to get the information online and develop links to forms.

Safety:

Karen and Laurie Lantz attended an excellent safety event put on by the Palatine Police Department. It was especially good because they had them go through some exercises with guns with Nerf balls. They call them “active killers” now, rather than shooters. Karen said actually physically doing those things was a great exercise. Karen said we should offer some sort of optional seminar or training that people could attend (in addition to drills for everyone). This would deal with safety everywhere, not just in church. One suggestion was to offer training like this to the community. Peggy pointed out that we have had experience in the past with people coming in who are very opposed to us. We should be a little cautious and not alert people like that. Jeanie pointed out even if it’s just for our congregation it’s very beneficial.

Ongoing Business:

1. **Memorial Service Policy**

   The policy was revised based on feedback from the last meeting. There is a typo under non-members service asterisk instead of they should be there and it will be corrected.

   Hilary and Laurie will develop a brochure for people based on this policy.

   Joy moved that we accept the memorial policy (with correction), Karen seconded. It passed unanimously.

New Business:

1. **Moving to one service**

   There were some questions about attendance dropping due to changes in staff. Hilary wrote up some of the rationale for a temporary move to one service and shared it with the BOT. She had discussed it with the staff and gotten their input. The time will probably be 10:00 a.m., thus not privileging either of the other times, also allowing time after the service for other activities. The decision hasn’t been made yet. Peggy said when we went from one service to two there were people who didn’t like the time. She added, that there wouldn’t be Circle Suppers but instead would do events after some services that would bring people of
different backgrounds together, to encourage them to mingle. Christine said there was an article in the most recent UU World about a church that invited people to coffee hour (not to the service). There might be a speaker, there might be a musician. It was a way to get people involved without them having to attend the service right away. Jeanie suggested asking for volunteers to sponsor different coffee hours.

2. **Approve board-appointed member of Nominating Committee**

   Christine asked Karen Greenland to serve and she agreed.

   Peggy moved to appoint Karen Greenland as the board appointed member to the nominating committee, Joy seconded. The vote was unanimous.

3. **Approve exemptions**

   No names were on the list, to honor confidentiality.

   Karen moved to approve the 18/19 exemptions, Kathi seconded, and the vote was unanimous.

   Christine said there has been discussion about what to do with people who don’t respond to communications about pledging. She recommended keeping them on the membership list for a year, then removing them, with the option for them to return in the future.

4. **Pledges for members 18- to 21-years old**

   Currently we don’t have memberships for people under 18. Hilary said having them sign the book at a younger age may keep them involved before they go to college. She recommended aligning it with Coming of Age, they would automatically become members when they finish the program. Christine pointed out we would need to change the Bylaws. There was discussion about the significance (or lack of it) to the child/teenager.

   Christine said there are two issues. The one above, and after they become 18, are we expecting them to pledge? At what point do we ask them to pledge? Hilary said we should plan for the future. Jeanie pointed out they usually don’t have money to pledge. Hilary suggested a bridge membership. Karen suggested sending them a pledge form with a note recognizing that they are a member and any amount is welcome. The aspirations of membership are important to share with them. Hilary said we can come up with a good policy.

5. **Minister Leave Procedures**

   Hilary developed a draft on medical leave and emergencies. Comments or suggestions should be emailed to Kathi and we will revisit this in September.

**Looking Towards Next BOT Meeting July 18, 7:00 pm:**

- **Readings:**
  - July – Kathi
  - August – Kristin
  - September – Marcus
  - October – Karen
Action Items for next meeting:
- Onboarding – come with update on your committee/team involvement; brief summary of that group’s focus for upcoming year.
- Christine said we allocate responsibilities among BOT members so no one person is overloaded. We’ll need a board rep to the North Property Task Force. Kathi is handling the policy manual as secretary.
- Joy asked for help for Martha Atherton’s birthday party July 1, particularly after the service.

Sunday Announcements:
- June 24 – Kristin
- July 1 – Jeanie
- July 8 – Marcus
- July 15 – Christine
- July 22 - duRee

Closing Reading
“Try to Praise the Mutilated World”

Adjournment
The meeting was adjourned at 8:58 p.m.