**Community Church of Chapel Hill Unitarian Universalist**

**Board Meeting Minutes**

**May 13, 2014**

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| **Attending:** | Mary Hulett | Peter Bird | Gary Kowalski |
|  | Ginger Long | Mike Vann | Becky Waibel |
|  | Kathy Cole | Laurence Kirsch | Elsbeth van Tongeren |
|  | Dave Klibanow | Richard Edwards | Andrew Hennessy-Strahs |
| **Guests:** |  |  |  |

1. **Welcome**

Ginger Long opened the meeting with a reading.

1. **Announcements**

No Announcements

1. **Consent Agenda**

The Board received the Council Minutes, and the minister’s report from Gary Kowalski, and discussed content of report shared around emotional intelligence.

Mary noted that the Board passed a resolution via email to make a portion of the April minutes confidential. Cathy raised a concern about the legality of an email vote to make a portion of a meeting confidential after the meeting. The April minutes were removed from the consent agenda.

Becky moved to accept the Consent Agenda without the April minutes.

Mary seconded the motion.

Vote was nine in favor with one opposing. Motion carries.

1. **Executive Session Approval**

April Minutes—discussed redacted section of April minutes and reasons for making confidential discussions about preschool negotiation, as well as the concern about whether we can close a discussion after the meeting. Mary suggested that we make confidential three specific sentences that might disclose confidential information material to ongoing negotiations, but leave the remainder of the topic within the minutes.

Cathy moved to accept the minutes as amended.

Becky seconded the motion.

All in favor with none opposed. Motion carries.

1. **Information Only**
2. Notice from Chapel Hill Planning Department—regarding neighboring house enclosing porch. No objections or concerns.
3. Start Up Weekend Sept 13 has been scheduled with UUA facilitator. June Board Meeting will be scheduled for 6:30, with no July Board Meeting.
4. **Old Business**
5. Committee Reports
   * 1. Strategic Plan—Goals were developed from ministries based upon broad input. Strategic Planning Team will be meeting next week.
     2. Annual Survey—still developing the list of questions for the annual survey.
     3. Healthy Communications—discussed maintaining healthy communications as separate from the Committee on Ministry (CoM). At this time, we have not received a great deal of feedback and discussed whether to continue. Suggested that we put this over to the June Meeting.
6. Sun Solar Lease—between C2 Solar and The Community Church on leasing the roof space. Discussed terms of lease including items around insurance, liability, and costs related to transfer. Also discussed aesthetics of solar panels.

Andrew moved to accept the contract with the modification in the preamble, specifying the date.

Mary asked for an amendment to allow her the authority to amend the contract with advice from legal counsel.

Peter asked for the Board to have a 24-hour period to review any contract amendments.

Andrew moved to accept the contract with the modification in the preamble added by Laurence specifying the date, with the stipulation that any future amendments be approved by an email vote within a 24-hour period.

Elsbeth seconded the motion.

All in favor; none opposed.

1. Stewardship Report—Gary presented the budget for FY2015 based upon the $426K of pledges received to date. There are approximately 16 individuals/households who have not pledged, whom the staff plan to outreach in the coming weeks.
2. Budget—Gary also presented the budget for FY2015. Due to timing of the service auction, no service auction revenues are included in the budget for FY2015. No special fundraising or auctions are listed as additional income. The current budget for expenses is approximately $587k. Gary noted that the lowest paid workers will be receiving the largest percentage pay increases in the coming year, and several of professional staff will have funds for their professional development. Insurance benefits have been raised to cover 80% of the insurance costs of eligible employees. Reviewed and discussed specific line items as well as overall strength of the budget.

Laurence made a motion to approve the budget with changes.

Becky seconded the motion.

All in favor; none opposed.

1. Further discussion centered around tax law changes concerning health reimbursement accounts. We have been offering Health Reimbursement Account benefits to employees, but tax requirements are changing so that The Community Church or its employees could face adverse tax consequences if we continue this practice. The Human Resources Committee is working on a solution for this problem. Topic tabled for the June Agenda.
2. Town Hall Meeting Arrangements—scheduled for Sunday, May 17th. Worship Associates will make a live announcement during the upcoming church service. Andrew, Laurence, Gary and Mary will facilitate the meeting.
3. UUA Pension Plan—HR Committee has reviewed and recommends that the Board approve it. By moving to the UUA Pension Plan we have increased flexibility in how we support the plan and administer it for employees.

Mary moved to approve the recommendation of the HR Committee.

Discussion around details of plan and Board’s responsibilities, if any.

Mike seconded the motion.

All voted in favor, with none opposing.

1. **New Business**
2. Endowment Application—

[Confidential Matter]

1. Annual Meeting—Kathy and Mary are putting together the list.
   1. Mutual Aid of Carrboro. Nato Hollister asked, and the Board approved in January that we would include the topic of recognizing him as a Community Minister, officially affiliated with the Church. Originally, Nato wanted the Board to approve this unilaterally, however, the Board did not think this is appropriate. Discussed inclusion of this topic at the Annual Meeting and whether a vote would be appropriate without sufficient advance preparation and informed choice. Also discussed means of moving discussion forward and honoring commitments as outlined by Board in January.

Mary moved to accept draft language proposed by Laurence, with amendment, so that the amended language reads as follows: “The congregation authorizes creation of a task force to explore with Nato Hollister and Mutual Aid Carrboro the possibilities for a relationship that provides benefits for all parties. The task force will consist of our Minister Thom Belote, two representatives of the Board, and two representatives of the congregation. This task force will report back to the congregation. The congregation, at a congregational meeting, will make a final decision regarding such a relationship.”

The ensuing discussion elaborated on the fact that the task force will report back to the congregation, which would take this up at a future congregational meeting. Also discussed that there is not a mandate that a relationship be established.

The Board agreed that the June meeting would not give sufficient time to inform the congregation of the nature of the relationship, but that it would be announced and taken up at a future congregational meeting.

Becky seconded the motion.

All in favor. None opposed.

* 1. Motion for C3HUU to be a Coalition Partner in HKonJ Forward Together Movement—suggested by Marni Goldshlag. It is not possible for C3HUU to directly endorse the Moral Monday movement. Instead, we must endorse the HKonJ coalition that is behind Moral Mondays.

Mary provided the form that we would have to complete to be a coalition partner. The Peace & Justice Committee of the The Community Church is a Coalition Partner of HKonJ currently. The Board has also received concern that the Peace & Justice Committee was able to act independently of Board supervision on this matter.

Discussed whether to put this on the agenda for the annual meeting as well as whether Committees of the Church should be able to represent The Community Church in an official capacity. Discussed need to inform congregation in advance of the congregational meeting to support informed choice, as well as precedents that exist around representation.

Mary moved to put on the agenda for the annual meeting a motion that our church become a coalition partner in HKonJ.

Elsbeth seconded.

All in favor with none opposing.

* 1. Arrangements—recognition of volunteers; recognition of within these walls; recognizing Gary Giles as a key volunteer for all his work on Building and Grounds. We will plan for a single service on June 1st with registration before the service. With regard to the items that will be voted upon, we will provide electronic references to supporting materials with some printed materials. Budget will be go out tomorrow (Becky) with the announcement about the Town Hall meeting. HKonJ materials will be distributed. Mutual Aid of Carrboro information will include the motion with some description of what the task force will be doing.
  2. Bylaws Changes—discussed that we not put this on the agenda for the congregational meeting.

1. Nominating Committee—need two more people for the nominating committee (two people are rotating off). Cathy has solicited input from The Community Church staff and is developing a list of interested persons. There are additionally four people on the Board who have to be recruited. Are we delegating to Cathy the nominations for the Nominating Committee? Board Members will send Cathy any concerns, otherwise all suggested individuals are considered approved
2. Paving Bid—we have a paving bid for the employee parking lot and the lot going out to Purefoy. We are seeking a second bid. Recommendation from Finance Committee is that we authorize proceeding without necessarily coming back to the Board. Depending upon the method used, cost could range from $14k to $19k depending upon the methods used. Question whether the Board needs to approve an expenditure of this magnitude. Suggestion was made that the Chief of Staff consult with Finance Committee before proceeding, to which Gary enthusiastically assented.

Five in favor of CoS proceeding; four not in favor (Peter, Dave, Andrew, Laurence)

1. **Closing**

Action Items

* The June Board meeting will be on the 10th and it will start at 6:30 with a dessert potluck.
* We'll discuss more on Healthy Communications at the June meeting as well as the staff health plan options.
* No July Board meeting is currently planned.
* Becky will send an announcement out about this Sunday's budget town hall meeting.
* The annual congregational meeting will be on June 1 -> Cathy and Mary will prepare the package for this meeting.

Process Observations—Mike observed that it was a productive meeting with candid, open and respectful discussions around a variety of topics.

Closing—Ginger closed the meeting with a reading.