

The Community Church of Chapel Hill Unitarian Universalist
Minutes of Board Meeting of June 10, 2008

Present: David Abels, Barbara Chapman, Mary LeMay, John Leopold, Susan McDaniel, Joan Meade, Susan Spalt, Penny Ward; Richard Perry (closed session only)

Ex Officio: Morris Hudgins, Jay Miller

Absent: Alyson Grine, Joel Grodensky, Erich Lieth

Minutes: Laurence Kirsch

Susan Spalt called the meeting to order at 7:06 pm. John Leopold, the Board Member of the month, lit the chalice and offered a reading.

PRELIMINARY MATTERS

Covenant Draft for Committees and Task Forces: Susan Spalt presented a proposed covenant that she drafted concerning how Board members should relate to one another and how the Board should relate to the Church's committees. There was general discussion.

Morris' Farewell: The Board thanked Morris for his many services to the Board and to the Church, and presented him with some gifts.

CONSENT AGENDA

The consent agenda consisted of the following items:

- Nominating Committee member: Mia Prior
- May Board Minutes
- Custodial Job Description & Process
- Stewardship Dates
- Governance Task Force Charter
- Manse Committee Request
- Interim Minister's Report
- Council Report
- Executive Committee Minutes
- Policy Review/Governance Meeting
- Budget Meeting Agenda
- Treasurer's Report

Susan McDaniel moved acceptance of the consent agenda. Penny Ward seconded. Unanimously approved.

ACTION ITEMS

1. Policy Template

The Board discussed two draft documents entitled “Suggested Template For Rewriting Policies and Procedures Documents” and “Proposed Guidelines For Creating, Updating, and Revising Policy Documents”, which were drafted by Mary LeMay, Susan McDaniel, and John Leopold.

Mary said that many policies are now being revised, and it would be helpful if they were all in the same format, particularly things like name of document, date of document, name of the organization creating the policy, and who is in charge of implementing policy. Mary said that these critical pieces of information are missing from many Church documents that she has reviewed. She further noted that, in spite of the recommended uniformity in formatting, the content of the policies can vary hugely with their purposes. There was general discussion.

Barbara Chapman moved to accept these two documents, subject to revision. Susan McDaniel seconded. Unanimously approved.

2. Governance

Barbara Chapman said that groups exploring governance met last week, and she agreed to serve as chair. The groups plan to read various documents about governance possibilities, and will have a report for the Board at the Board’s August meeting.

3. Congregational Meeting

Susan Spalt will be unable to attend the June 15 service to vote to ordain Patty Hanneman. We need 10% of congregation to attend and vote for the poll to be valid. Several other Board members plan to attend. Greeters need to be briefed on that day’s procedures.

4. Preschool Contract Issues

David Abels said that the pre-school lease ends in August. This lease has been one of the Church’s major streams of revenue. A new lease could last several years, and we are considering increasing the rent. David suggested that we hire an attorney because of the various liability issues and because of the large amount of revenue involved. There was discussion about the costs of and problems with hiring an attorney.

Barbara Chapman moved that if an attorney cannot be found to provide advice on a *pro bono* basis, then David is authorized to spend up to \$1,000 for attorney review of lease-related documents. Mary LeMay seconded. Joan Meade asked where the money would come from, to which Jay Miller replied that no money has been budgeted for this purpose. Jay stated that he wants the lease to include a cost-of-living increase clause. Barbara’s motion was unanimously approved.

5. Manse Committee

The Manse Committee will make a July 12 presentation of its request.

CLOSED SESSION

The Board went into closed session to discuss personnel issues.

ADJOURNMENT

The next Board meeting is Tuesday, July 15, at 7 pm.

The meeting adjourned at 9:04 pm.