

**The Community Church of Chapel Hill Unitarian Universalist
Minutes of Board Meeting of July 15, 2008**

Present: David Abels, Barbara Chapman, Alyson Grine, Joel Grodensky, Mary LeMay, John Leopold, Erich Lieth, Susan McDaniel, Joan Meade, Richard Perry, Susan Spalt, Penny Ward

Ex Officio: Jay Miller

Minutes: Laurence Kirsch

Susan Spalt called the meeting to order at 7:02 pm. David Abels, the Board Member of the month, lit the chalice and offered a reading.

PRELIMINARY MATTERS

Generative Session. Susan Spalt and Richard Perry summarized what they learned at a recent UUA General Assembly leadership workshop concerning a number of issues related to the mission, organization, and processes of the Church and to the roles of the Board and of members. The Board had a brief discussion.

Budget Process. Susan McDaniel asked for an explanation of the budget process. Jay Miller explained that he inputs all proposed expenditures into a spreadsheet and uses a 4% inflation rate to forecast 2008 payroll based upon 2007 payroll. He emphasized that, because proposed expenditures exceed available funds, the Board needs to prioritize the expenditures. He also said that the trickiest part is not knowing what income will be. John Leopold mentioned that the stewardship campaign has been separated from the budget. The congregation must approve budget in December; and there is an extra Board meeting in November to get information to congregation about four weeks in advance.

Jay reminded the group that he intended for his successor to be in place by July 1.

CONSENT AGENDA

The consent agenda consisted of the following items:

- June Board Minutes
- Religious Education Assistant Job Description & Ad

John Leopold pointed out an error in the June minutes. Laurence Kirsch said he would correct the error and email the corrected minutes to Board members. John moved acceptance of the consent agenda. Mary LeMay seconded. Unanimously approved.

REPORTS

1. Dispensation of Policies

Susan Spalt announced that the Council will begin working on overhauling some of the policies assigned to them by the Board according to recommendations made by the policy revision task force.

ACTION ITEMS

1. Manse Proposal

The Manse Long Term Use Committee has produced the *Manse Use Report*, dated July 2008. This report recommends that the Church retain ownership of the Manse, and further recommends a course of action for what should be done with it. With the issuance of the report, the committee has completed its assignment and is now disbanded.

Mary LeMay asked for information on the cost of refurbishing the Manse, and questioned some budget items in the report. Joel Grodensky expressed his confidence in the expense figures and in the report's proposal. Susan McDaniel and John Leopold raised procedural questions. Erich Lieth said that if we intend to use the property for religious education we need to begin renovations next week.

Susan McDaniel moved that the Board accept recommendations #1 through #9 on page 3 of the *Manse Use Report*. Erich seconded. Mary pointed out that some recommendations (like #8) require continuing action. Joel moved an amendment to begin recommendation #7 with "After final review..." Agreed to by movers. Richard Perry called the question as amended. Calling the question unanimously approved. The amended motion unanimously approved.

Susan Spalt will act tomorrow to begin implementing the approved motion. John expressed concern about implementation. Joel reported that Cecilia Warshaw has volunteered to be on a transition team. There was discussion about how to announce the decision to the congregation. One of the mechanisms could be an article in the newsletter.

John moved that a team be put together to implement the approved motion. No second. Susan Spalt will try to recruit volunteers for an implementation committee – prospective volunteers should contact her. Penny Ward volunteered to put together an announcement.

2. Iolanthe Proposal

Concerns were raised about the timing of the Music Committee's proposal, as the Iolanthe play is already in production. Richard Perry said (and others agreed) that the Board needs to have oversight of funds, particularly any seed funds, as well as over the Church's commitments. The proposed establishment of reserves from musical proceeds to fund future musicals would not be consistent with this responsibility. Erich Lieth pointed out the Music Committee's need for funds to plan next year's musical, and suggested adding a line item into next year's Music Committee budget. John Leopold strongly objected to this as an unnecessary complication in the operations budget. Erich suggested that other options need to be explored, but a fund managed by the Music Committee is not an option because that would be external to the Church budget process.

Joel Grodensky pointed out that this proposal has inconveniently arrived while the Board is still reconsidering its overall fundraising policy. Several Board members insisted that 20% of the net proceeds go to the Church, as this percentage has already been adopted for other committees' fundraising efforts. There was discussion of whether, in addition to budgetary approval for next year's musical, there needs to be approval for the specifics of the musicals when those specifics become available. Mary LeMay emphasized that Coffeehouse is a completely separate issue from the Music Committee, and should not serve as a precedent for dispersal of funds from fundraisers. Erich agreed, adding that the Coffeehouse Fund needs to be reviewed and possibly restructured by the Board.

Alyson Grine moved to accept the Music Committee proposal subject to the Music Committee's acceptance of the net income from the event being distributed as follows:

- Upgrade sound and lighting facilities in the Sanctuary (30%)
- Partner with one or more committees within the church (50%)
- Contribute to the Church's stewardship (20%)

Susan McDaniel seconded the motion. Discussion followed concerning budget process issues and the budgetary priority of sound and lighting facilities. Susan McDaniel called the question. On calling the question, 9 ayes, 2 abstentions. On the motion, 7 ayes, 3 nays, 1 abstention. The motion was approved pending notification of the partnering church committee(s).

3. Custodian Job

There was a brief discussion about staffing issues involved in keeping the Church clean.

4. Fundraising Proposal

Susan Spalt wants some Board members to look at how the Church raises funds and to suggest revisions in the Church's fundraising policy. Erich Lieth, Jay Miller, Joel Grodensky, John Leopold, Richard Perry, and Susan Spalt volunteered. Other interested Board members can contact Susan Spalt by email.

5. Share-the-Plate Proposal

Some Board members suggested that the fifth Sunday of August could be used to raise funds for New Orleans (e.g., the Re-Birth Center), as this is the anniversary of the hurricane. Erich pointed out that the specification of the beneficiary of the 5th Sunday plate is Church Council business, and he will take the proposal to the next Council meeting on July 22.

ACTION ITEMS

ACTION	BY WHOM	DUE DATE
Negotiate with preschool	David Abels	07-22-08
Send final version of June minutes to Board members	Laurence Kirsch	07-18-08
Draft newsletter article regarding Manse	Penny Ward	Noon 07-19-08
Form task force to oversee transition of Manse (talk with Alan Spalt, Lee Schaller, Marion Hirsch)	Susan Spalt	ASAP /prior to next Board meeting
Communicate with Music Committee regarding revision of terms for dispersing income from musical	Mary LeMay Susan Spalt	ASAP /prior to next Board meeting
Review/revise fundraising policy	Joel Grodensky John Leopold, Erich Lieth Jay Miller Richard Perry Susan Spalt	ASAP/prior to next Board meeting
Talk with Olga regarding job responsibilities	Alyson Grine Susan Spalt	Asap/prior to next Board meeting
Talk with Mary Hulett regarding recent flooding of building	Susan Spalt	Soon

ADJOURNMENT

The next Board meeting is Tuesday, August 12, at 7 pm.

The meeting adjourned at 8:58 pm.