

**Unitarian Universalist Congregation of Cleveland
Board of Trustees Meeting Agenda**

April 23, 2019

Minutes of the UUCB Board of Trustees 4.23.2019

Board Members

Tom McKenna, Past President
(Remote)

Erika Brown

Bob Horan

Shane Millette, Treasurer

Steve Doell, Vice President

Carol Gay

Mary Schatzman, Past President

Wayne Jennings (A)

Jennifer Pierce

Nancy King Smith

Susan Paterson

Tadd Pinkston,
Secretary

Melissa Vandergriff (A)

Cat White, President

Minister: Rev. Joe Cherry

7:00 Welcome & Call to Order

Cat White

Chalice Lighting & Opening Words

Mary Schatzman

- "Thinking Like a Mountain: Towards a Council of All-Beings" [Invocation to Gaia](#) by John Ssed

Covenant

Read by all

We are mindful of our duty to our fellow congregants, who have placed their trust in us to act as faithful stewards of the Congregation. Mindful of the trust they have placed in us, we will always strive to make decisions based on the needs of our fellow congregants, our community, and the long-term interests of the Congregation.

We must always use this position of trust and responsibility as a unique opportunity to serve our Congregation, and to put its principles of love, tolerance, and social justice into action.

Let's presume good faith. Let's give everyone a chance to talk. Let's get it done.

CONSENT AGENDA

Minutes

Tadd Pinkston

- Changed date from May Fourth to June Fourth under Staff & Leadership Council Reports subsection *Reunification Ritual*

CONFLICTS OF INTEREST?

- None Noted

7:15 Minister's Report & Board Development

Rev Joe Cherry

- [Minister's Report](#)

- Breakfast with Bishop Mentor at MetroHealth with Rev. Joe and Cat. Discussed the potential of using the Cleveland Heights Building as a Wellness Clinic. Specifically an elder care clinic for the folks at Musicians Towers.
 - Question: Social Justice goal vs long term rental. The answer is still forming - no set plan- but is envisioned as a long term rental.
 - Leasing questions were not discussed.
- Board Development
 - We need the delegate credentials for [GA](#)
 - 8 lay folks
 - 1 DRE
 - 2 Rev (Joe & Rina) as members of [UUMA](#)
 - Rev. Joe brought an additional handout which explains options for attending remotely.
 - These may be found at the UUA's webpage for [Off-Site Delegate Participation in GA Business](#)
 - Working group of leadership development may be able to use leadership dev. funds for this.

7:30 Staff & Leadership Council Reports

Past Presidents

- Mary & Tom alternate months reviewing LC and ensuring all is kosher in terms of programming
 - Issues this month between in terms of program overlap
- Buildings & Grounds sign proposal ([proposal](#) & [image](#)) Ken Kuehm
 - Sign review began as a part of First's 150th anniversary
 - Much of the groundwork toward a new sign was completed before unification
 - Buildings and Grounds wants a physical sign by August
 - Current proposal is the maximum width allowed by Shaker Hts.
 - 6 feet by 3 feet
 - Sign is plated aluminium - guaranteed for one year
 - LED Solar Lighting
 - Landscaping will need to occur to help care for these lights
 - If they don't work for the sign they will be used for accent lighting regardless
 - The sign will have a wood finish as opposed to the brown in the image
 - Potential of adding website and dates
 - Dating will harm the permanency of the sign;
 - Worried that having the website may complicate the sign
 - The emblem is a general UU icon
 - Our new icon will not be done in time
 - 6-8 weeks to fabricate
 - 2-8 days to get in the ground
 - 8,600 dollars without electrical service (including sign, landscaping, etc.)
 - 10,600 with electrical
 - Does not include the price of removing the gold letters from the front of the building
 - Carol Moved to Approve with the Image
 - Seconded by Susan
 - Unanimously approved
 - Ken requests that future event planners use the forms for set-up / tear-down (see reminder in monthly report)
 - Place forms in buildings and grounds mailbox
- [Women's restroom](#)
 - The plumbing is no longer regularly available (Parts from the 60's & 80's)

- Part is ordered and should be here in the next few days
 - A part was ordered before but the wrong part was shipped
- Question about genderl neutral bathrooms
 - Need to redo the stall doors so that they lack gaps.
 - Removal of urinals?
- [Employee Handbook](#) Approval (please review in advance) Tadd
Pinkston
 - Proposed Changes/Discussions
 - 3.1 Conflict of Interest
 - Proposal of not having congregates or their families being staff of the Church - puts the minister in an awkward place of ministering to and supervising folks
 - All paid teachers from First are members. Other jobs may fall into a similar situation.
 - As contract minister & with LC is it possible that this concern is not a conflict of interest.
 - RegardlessRev. Joe is a member LC
 - 3.2 Nominating Committee
 - Add a 'their' to clarify that the section refers
 - 6.1.9 Holiday Pay
 - Potential of part time Employees to miss paid off-days because they may not work on Mondays.
 - 6.2.1 Vacation
 - First calendar for the year vs hiring anniversary (clarify for hiring anniversary)
 - Carry-over time limit (Up to X)
 - Accrued vs start of the year
 - Send to employees before Draft III
- [UU Retirement Plan](#) Tadd Pinkston
 - [First Plan](#) (2014)
 - [Society Plan](#) (2014)
 - Only difference between the plans being Election 4. Tadd assumed that we would be keeping the other electrons the same. Future contract to be presented by next meeting.
- [Leadership Council](#) Report Mary Schatzman

- Communication Discussion
 - Performance reviews with HR Committee forthcoming
 - LC suggested the board have a Communications Specialist
 - Review the calendar - reach out etc. - see Erin's report.
 - Discussion whether this issue is a knee-jerk reaction.
 - Potentially having a staff person attend meetings
 - Vote to add Shirley to LC
 - Motion by Shane
 - Seconded by Susan
 - Unanimous vote
 - Vote to approve LC's appointment of Buildings and Grounds Chair to LC (Currently Ken)
 - Motion by Shane
 - Seconded by Carol
 - Unanimous vote
- [Allan Georgia](#)
- [Erin Justice](#)
- [Mike Carney](#)

7:45

President's Report

Cat White

- Annual Meeting ([agenda draft](#)) & Budget Congregational Conversation
- [April 27 Startup Workshop](#)
 - Explicitly address concerns of Former Congregations members' concerns
- Annual Meeting 2020 date
 - May 17 vs **May 31st**
 - Shaker Hts School District last day is June 3rd
 - Cleveland Hts. School District last day is May 28th
 - Vote!
 - Motion to set annual meeting made by Susan
 - Seconded by Shane
 - Unanimous vote

8:05 Treasurer's Report

Shane Millette

- [Financial Dashboard](#)

- [Financial Statements](#)
- [2019/20 UUCC Budget - Proposed](#)
 - Return rate on pledge cards - 82%
 - Motion to approve the budget to be presented by Carol
 - Seconded by Mary
 - Unanimous

8:25 Committee & Team Reports

- Playground
 - Added 3 new UUCC families to the neighborhood families
 - \$3,000 improvement in addition to the B&G maintenance
 - Neighborhood group will make a go fund me account
 - With our non-profit status
 - Vote!
 - Motion for Fund for the playground by Nancy
 - Seconded by Jennifer
 - Unanimous
- Worship
 - Three new associates - they're rockin'!
- Board Records and Communications
 - Standardization
- Leadership Development
 - Candidates posted on at least two bulletin board
- Strategic Planning
 - Committee Made!!!
- Facilities Planning
 - 1. Develop, and then confirm with the board, the objectives and deliverables for the task force.
 - 2. Get appraisals for both buildings, including an assessment of the condition of those buildings. .
 - 3. Do an inventory of the contents of the Cleveland Heights building. (A detailed inventory for the Shaker Hts. building has been done.)
 - 4. Compile a summary of current rental income from tenants and build a forecast of expected income over the next 5 years.
 - 5. Compile a summary of maintenance, utilities and other ongoing costs expected for each building/property over the next 5 years.
 - 6. Using these appraisals, assessments, inventories and forecasts in-hand, do a detailed financial analysis of each building/property including but not limited to:
 - (i) what their approximate market value is currently;
 - (ii) what it will take to repair current problems;
 - (iii) what it will take to address medium and long-term issues; and

- (iv) what will be the overall operating costs and rental income for each property.
 - 7. Get input from the strategic planning team regarding how the facility(s) need to work to enable the strategic plan to be successful.
 - 8. Ultimately decide on the disposition of each building (keep or put on market to sell); if keeping one (or both or neither) buildings then what are the (capital) projects needed to best enable the building to support the strategic plan and daily operational needs of UUC.
 - 9. Look into other potential homes for our congregation.
- Common ground Conversation on the Environment on 6/30

Opening/Closing Words for Next Meeting?

Tadd Pinkston

Closing Words

Mary Schatzman

Susan Freddrick Day

9:00 Adjourned