

FIRST UNIVERSALIST UNITARIAN CHURCH OF WAUSAU

BOARD OF TRUSTEE MEETING MINUTES

AUGUST 15, 2017

Meeting called to order 6:30 pm

In Attendance: Beier, Briquet Miller, Cedar, Heiser. Hupy, Kurth, Peterson (Presiding), Maier, Rev. Brian Mason (ex-officio)

Absent: Wright

Visitors: Julie Trombley, Anji Spialek

Chalice Lighting, Reading and Reflection

Agenda Consent and Repair: Add Search Committee to Committee Repots, Installation to New Business, Auction Finances to New Business

Approval of the July 18, 2017 minutes: Correct spelling in bullet point 2 under staff reports: "Due" in place of "do". **Minutes approved unanimously** with Maier abstaining.

Treasurer's Report: Report submitted

Staff Reports:

- Trombley reported that she is busy preparing youth programing for the new church year. Also noted that she is gearing up for the inauguration of the new parenting class, tentatively called "Open Arms", supporting the joys and challenges of parenting. She is preparing the marketing tools along with Nan Cedar, Kathi Hupy, Carl Drake, Sally Schmidt, Melissa Goessl-Heiser.
- Spialek presented the most recent Search Committee financial report. With only moving and mileage expenses left to be paid, this should be close to the final tally. Note that the 2017 expenses are to be paid from the Reserve Fund.

Committee Reports:

- Search: In accordance with the By-Laws, now that our new Minister has been hired the work of the Search Committee has ended. A letter will be sent to all members thanking them for their extraordinary and time intensive work and will also be published in the CW.
- Property: Peterson stated that he and Mason toured the church and one of the changes that Mason would like is to have the six forward pews returned to their previous alignment. We will also add an additional pew on each side. The pulpit will be moved to the chancel to afford a better line of sight for all pews. The extra carpet being stored will be added to the main aisle to accommodate the new pews. That work is being done now.
- Stewardship: The committee will be meeting soon and will have an initial report at the September meeting

- Worship/Music: Report submitted. Jefferson stated the summer services continue to be well attended (30+), presented and received. Two are left before the annual picnic and Mason assuming the pulpit. There is a team meeting with Mason scheduled for Aug.22nd. Mason has been working on scheduling musicians through Oct. Richard Olson is scheduled to lead the first regular church year service when Mason will be absent, 9/24.

Old Business:

- To date there has not been a report from the Reserve Fund policy group, but one will be submitted in September.

New Business:

- Auction Finances: Spialek submitted the most recent tally of auction income, \$14,990.51 (\$922 in past due invoice) Since the budgeted amount for 2017/2018 was \$10,000 for each fiscal year she presented two scenarios:

2017: \$10,000

2018: \$4,990

OR

2017: \$7,495

2018: \$7,495

Discussion followed as to the best option and Briquelet Miller suggested a third option using \$5,000 for 2017 and \$10,000 for fiscal 2018. **Motion made** by Beier, seconded by Heiser to accept this option. **All in favor.**

- Funding Trombley's Colorado LREDA conference: The national Religious Education Directors' Association conference is in Denver Nov 3-6, 2017. Mason urged that the Board secure the additional money to allow Trombley attend noting the importance of the information presented, the need for net working with other educators and fulfilling Trombley's continuing education needs. There is some money left in the staff professional development fund for 2017 and it was felt that the cost of the trip could be augmented in some fashion. The anticipated costs are: \$400.00 registration, \$350.00 round trip flight, \$600.00 hotel (200/night) and \$40.00 per diem. It was noted that some of these costs are for immediate registration. There is also the possibility of scholarship money available but that must be applied for in early Sept. After discussion a **motion was made and seconded** to provide up to a total of \$1500.00 for this conference. The per diem is to be documented with receipts not to exceed \$40.00/day. **Motion passed unanimously.** It was noted that this expense should be added to the 2018 budget discussions.
- Rules and responsibilities of Board members: Mason would appreciate a better understanding of whom on the board or in the congregation is responsible for what activities in the church. He noted that in reading the by-laws there are few board appointed standing committees and as such day to day responsibilities for the work and well-being of the congregation is unclear. Hupy explained the work done in the fall of 2016 defining the various "ministries", asking

congregants to volunteer in one of their choosing and also recruiting chairs for each of the ministries. She noted that some of the various openings were unfilled and she and others took it upon themselves to do the necessary work. It was felt that we were in a time a tremendous transition and perhaps many were waiting for a new minister before becoming actively engaged. Mason also thought a thorough definition and expectation of all the ministry/committee responsibilities would aid in recruitment. To that end Beier, Hupy, Spialek and Mason will meet on Aug 23 to further this discussion.

In addition to the ministry definitions, Mason also wished to further clarify the foremost responsibilities of the Director of Religious Education (formerly known as the Director of Lifespan Faith Development). He stated that there can and should be many ancillary groups, commonly called Covenant Groups, which promote social activities, discussion groups, and the like without the direct supervision of RE. RE stands alone in its mission and purpose within the work of the Church. These will be on- going discussion with staff, board and congregants with all stating their expectations of roles and responsibilities. Once the roles have been defined, a list of “what, who and why” will be presented to the Board and to the congregation. Hopefully this will spur a more active congregation.

- Music Director Position: Mason stated that he would like to post the music director position. The concerns expressed were the salary, the expected duties, and the time line of such a position. He stated that there is a difference between having only music on a given Sunday and the development of a music program with the church. There is remaining money in the 2017 budget both for paying guest musicians (\$5000.00) and having a music coordinator (\$5,000.00). Some of that will be used for the remainder of the 2017year. It has been and is the board’s position that the minister would make the decision regarding this position within the confines of the budget parameters.
- Installation Service: As is customary with the hiring of a new minister, that minister finds a person to “charge” the congregation as to the shared responsibilities of each. Mason would like to have his installation on Nov. 5, 2017 with a visiting minister from Phoenix. The church will assume the cost of transportation and a stipend. Housing will be with the Mason’s. A committee will be formed to assist Mason with the logistics of this important occasion.

Mason read a closing prayer.

Meeting adjourned 8:15

Respectfully submitted,

Judy Beier, Secretary

ALL SUBMITTED REPORTS ARE AVAILABLE AT THE CHURCH OR FROM THE SECRETARY