

FIRST UNIVERSALIST UNITARIAN CHURCH OF WAUSAU

BOARD OF TRUSTEES MEETING MINUTES

JANUARY 17, 2017

**In Attendance:** Heiser (presiding), Peterson, Maier, Cedar, Hupy, Briquet Miller, Kurth, Wright, Beier, Bushbaum (ex-officio)

**Visitors:** Spialek (staff) Jefferson (treasurer)

Meeting called to order 6:45.

**Chalice Lighting, Reading and Reflection:** Delivered by Heiser

**Agenda Consent and Repair:** One item was added to New Business (property committee request) one item was deleted (2017 Goals).

**Approval of the December 20, 2016 minutes:** All approved, Hupy abstaining.

**Treasurer's Report:** The Treasurer's report was submitted

Jefferson gave the 2016 year in review report. It was a very positive year, pledges came in strong in December and we finished above budget. The Minister Compensation portion of the budget looked as if it came in under budget, but that was explained by Spialek, who said that there had been a double payment for housing in October 2015 which was not corrected in time for the year- end report.

Jefferson explained the layout of the new Treasurer report. Maier asked for a better accounting of all revenue streams. Bushbaum was asked what the average pledge is now compared to previous years, i.e. pledge history. That information was be researched.

There is \$7,500.00 in the Reserve Fund awaiting disposition. These are monies that the Endowment had transferred to the operating budget for 2016 which given the robust Stewardship drive was not required. Maier moved to return that amount to the Endowment fund. Seconded. All approved.

**Minister Report:** Submitted. Bushbaum explained that the Minister's Compensation package must be approved each year as required by the IRS. She announced that May would be her last full month working and the although she is preaching on June 4, 2017 and returning for a wedding in mid-June, the rest of June she will take as vacation due her as per her contract. This statement serves as her notice, discussion followed centering on contract language regarding vacation time due and how that time due is determined. If there is a lack of clarity in the present minister's contract, that issue will be addressed in the new settled minister's contact. Briquet Miller agreed to follow through on this.

Motion made and seconded to approve the dollar amount for the compensation package. 8 approved, Hupy abstained.

Bushbaum also submitted the preaching schedule for the rest of her contract year. (See report)

Bushbaum feels strongly that we hire a one year contracted person to direct the music services. That person would be prepared to start in early August just as the new minister arrives. She felt it would ease the transition. Others on the board felt that this decision be left to the new minister. No decision was made but the Search Committee will be asked to inquire of the prospective applicants what their preference would be. This question will be revisited.

Bushbaum reviewed the Ministry Teams, explained which ones are well staffed, which need new or more volunteers. That report was also submitted in writing.

Staff/Committee Reports:

Congregational Administrator (Spialek) see Old Business

Life Span Faith Development - no report

Search Committee – no report. It was requested by the board that there be a report for the Feb. meeting.

Stewardship – no report

Worship and Music Ministry – report submitted. No discussion

Property – report submitted. Peterson recapped the progress on the kitchen renovation and the possibility of renovation to the bath/bridal room. (see New Business) He hoped that we would be able to have a March potluck in the new space.

Peterson also stated that there have been some concerns about youth roaming in parts of the building that should be off-limits such as the organ pipe room and the furnace areas. Not only are we concerned for their safety but also the safety of the mechanicals. As such he has locked furnace and organ rooms. We will again remind parents to be aware where their children are at all times and the RE staff to remind all youth what are off limits areas.

It was mentioned that the OWL overnight has been shortened from overnight to 11:00 PM.

**Old Business:**

Bulk mail permit. Spialek recommended that we not renew that permit. It is \$255.00/year and we rarely use it now that the CW is mostly sent via e-mail. The few time we might need it we can contract out. It was agreed not to renew it.

Articles of Incorporation: Although Spialek was requested by our mortgage lender to acquire a copy of the articles in question she has been unable to do so. The name of the church was officially changed in the 1980 but she can find no record of the new name, Universalist Unitarian Church of Wausau having been registered with the State of Wisconsin. Beier agreed to speak with Russ Wilson on how we should handle this.

New Business:

Gale Fisher gift. At this time this gift will go into the Reserve Fund until final disposition if determined by the Board.

Audit Committee establishment. We have not been audited in the past year or so and it was felt that since the last audit was done "in house" it might be best to search for cost of an outside auditor. Beier agreed to do some research.

2017 Goals: See Agenda Consent and Repair

Property committee request: Peterson requested drawing \$5,000.00 from the Reserve fund to allow the committee to proceed with the renovation on the two bathrooms (only one working) and anterooms off the hall way of Yawkey Hall. Given the promotion of and interest in the Church as a wedding facility, he feels the rooms are in great need of repair. He presented the plan of turning the two bathroom in to one uni-sex handicapped accessible bath and the larger anteroom a bridal preparation room. The smaller storage room off the previous men's room will stay as storage. The \$5,000.00 request came as he feels that there is money saved from the kitchen renovation which we were planning on sending to the reserve fund. Having been given permission to use those extra dollars by the board previously, this request is for additional money to finish the project. It is more fiscally sound to do this when all of the contractors are on the premises rather than recall them. After much discussion, mostly pertaining to not exceeding the requested money and coming back for more, it was moved and seconded to allow a \$5,000.00 draw by the Property Committee to complete the bath/bridal room renovations. 8 in favor, Maier opposed, Peterson ,Beier abstaining.

Election of Officers. Individually nominated and seconded: President – Peterson, Vice-President- Heiser, Secretary – Beier. All approved.

February Circuit Writer article will be written by Peterson

Meeting adjourned 8:20

Next Meeting February 21, 2017

Submitted:

Judy Beier, Secretary