

USNH Congregational Meeting

June 12, 2011

Minutes

Quorum/Call to Order by Board of Trustees Vice President Thea Bourke-Martin at 12:00 PM:

Vice President Thea Bourke-Martin announced that she was standing in for President Lisa Anderson for the first part of the meeting as Lisa was unavailable due to her husband's health. Senior Minister Kathleen McTigue opened the meeting with a moment of silence. There were over 50 members in attendance which made a quorum.

Review and Approval the November 14, 2010 Minutes

Sarah Berke moved approval of the minutes and Dick Platt seconded approval of the minutes. The minutes were approved unanimously.

Elections for 2011-2012 Congregational Year

Meg Gurley of the Nominating Committee announced the candidates for the following 2011-2012 elected positions:

President:	Thea Bourke-Martin
Vice President:	Sarah Berke
Treasurer:	Sandy Frawley
Clerk:	Gregg Burton
Members at Large:	Alan Price, Jessie Whitehead, and Larry Rizzolo
Endowment Members:	Bob Congdon
Nominating Committee Members:	Robb Camm, Sally Connolly, Linda Oechsle, and Sara Warfield

Georgia Jennings made a motion and Sarah Whitsun seconded the motion to elect the slate as proposed by the Nominating Committee. The motion passed unanimously. Thea thanked Meg Gurley and Sally Connolly for their work on the Nominating Committee.

Budget 2011-2012:

Jeremy Hill, chair of Finance Committee, presented the budget for the 2011-2012 fiscal year. Jeremy thanked the members of the Finance Committee who worked with the Personnel Committee, Kathleen, and Buildings & Grounds to come up with budget, which was approved by the Board. Jeremy described the process of creating the budget. The current year has had declining finances, due to snow costs and loss of major pledges. Only realizable and attainable income was included in the budget.

Referring to income, pledges are 82% of USNH income, rentals are 10% of income and fund raising is 4% of income. The largest section of expenses is personnel expenses. Proposed salary increases were not taken out because the staff is underpaid according to UUA guidelines. It was also noted that the present staff is insufficient, but there is not enough money for additional staff. Jeremy indicated that department budgets will be cut for next year, and UUA dues will be mostly eliminated. A 4 week furlough for the staff has been scheduled for later in the year in order to balance the budget.

A motion was made by Robb Camm to approve the balanced budget recommended by the Board of Trustees. The motion was seconded by Paul Trotta. There was a great deal of discussion. For example, in response to question, Jeremy stated that we would have to raise about \$27,000 to eliminate furloughs. This is in addition to raising \$28,000 through fundraising. It was noted that snow removal costs for the budget are based on the average year's snowfall. Susan Godshall, chair of Rental said that there was a slight increase in rental income this year and there will be a greater increase for next year. The tenant's lease is to be renewed in September. One comment was that it is a mistake to cut UUA dues and that if more income is found, more dollars should go to dues. It was suggested that the Endowment Committee try to increase the endowment by speaking with people about estate planning.

Treasurer Brett Berke, in response to a question, said that as of June 3 in the current (2010-2011) budget there is a deficit of \$40,000 to \$50,000 which will be balanced by taking from already existing restricted funds. These restricted funds will be used for their appropriate purpose, such as from the Emily Emerson restricted fund for RE matters, and from the Sanctuary repair restricted fund for snow removal.

Sarah Whitson made a motion to close discussion and Carol Cheney seconded the motion. The motion passed, with 8 people opposed and no abstentions. The motion to pass the budget was then passed with one person opposed and 4 abstentions.

Remarks from Personnel Committee

Carol Holloman spoke about the value of the staff, and the furloughs will severely felt by the staff. She asked that the congregation overcome the budget shortfall and remove the furloughs.

Fundraising

Sue Linsley and Gil Belaval accepted the Board's charge to revitalize USNH fundraising by temporarily co-chairing a Fundraising Committee. Sue thanked Allison Cunningham for her help in structuring the new Fundraising Committee. They are planning on supporting two major fundraising events of at least \$5,000 net proceeds, such as a car raffle. The Committee will also try to provide increased support for seasonal fundraising and expanded publicity for all fundraising events

Sue and Gil would like feedback and support from people who have experience in major fundraising and publicity. Sally Connolly has volunteered to be on the new Fundraising Committee. We need 2 or 3 more people who are willing to step up to lead a group to run a fundraising activity. We need to institutionalize fundraising over a 3, 4 or 5 year cycle. Gil noted that we need to reach out outside USNH with fundraising activities.

Paul Trotta spoke about conducting a car raffle, and distributed information and a survey. He is available for questions after the meeting. The raffle has been approved by the Board. Jeremy has volunteered to help and Paul is looking for assistance from others with marketing and legal experience. He'd also like people with web site, database and security experience, and people with experience leasing or buying cars. Mostly we need enthusiasm.

If the raffle succeeds, we may raise up to \$27,000. Paul noted that the state of Connecticut permits running up to 3 raffles per year. We hope that many of the tickets would be bought outside of the congregation. Paul also

noted that we don't have to purchase in advance, and we don't have to conduct the raffle if ticket sales are insufficient to pay for the car.

Support for the Shuttees:

Kathleen spoke about the Shuttee fund and about providing support for USNH's previous minister and his wife. The Board tried to find alternative methods of generating money for the Shuttees but was unsuccessful. Kathleen has pastorally provided resources over the last few months. Bill Goward was instrumental in setting up the Shuttee fund in 1987. He also said that the Shuttee matter should be in the agenda in order to be voted on in the Congregational meeting. In response, John Watson made a motion and Paul Trotta seconded the motion to suspend the rules and vote on the matter even though it was not in the call of the meeting. The motion passed with one person opposed and one abstention.

Patricia Duff made the following motion, seconded by Susan Godshall, that USNH provide Wayne and Pat Shuttee with an allowance from the Shuttee Fund of \$500.00 quarterly for the duration of their lifetimes. The fund itself may be used at the discretion of the Board for USNH expenses as long as sufficient capital is retained to support the Shuttees as specified above.

There was a discussion: Allison Cunningham said that the Shuttee fund should be set up so that it is available to USNH if necessary. There was a discussion of when the principal would be available to the congregation. It was noted that there may be a point when the congregation draws some money, on a decision based on the Board discretion.

Bob Congdon moved and Allison seconded a motion to amend the motion and change the second sentence to read "Upon the deaths of both Wayne and Pat Shuttee, the fund itself may be used at the discretion of the Board for USNH purposes."

After further discussion and a number of procedural motions to close the discussion and to vote on amending the proposal, the motion to amend was passed with one abstention. There was a motion by Ellen McCarthy to call the question, seconded by Sue Linsley. This motion passed. The amended motion ("USNH will provide Wayne and Pat Shuttee with an allowance from the Shuttee Fund of \$500.00 quarterly for the duration of their lifetimes. Upon the deaths of both Wayne and Pat Shuttee, the fund itself may be used at the discretion of the Board for USNH purposes.") was then voted upon and passed.

Closing:

A motion was made by Allison Cunningham to adjourn. The motion was seconded by Sarah Whitson and passed unanimously at 1:30 PM.

Mike Clorite
Clerk