

Unitarian Society of New Haven  
Minutes of the Meeting of the Society  
June 9, 2013

Accepted October 20, 2013

Attendance: 77 Members.

Alison Cunningham called the meeting to order at 11:16 a.m. and Gregg Burton recorded the minutes. A quorum of Members was present, and the meeting proceeded with A. Cunningham presiding.

**Message from the Minister**

Emily Melcher provided opening words and thoughts.

**Message From the President**

A. Cunningham presented the message from the President. This congregational year started off slowly as we worked through the leadership change as Alan Price stepped down as President and A. Cunningham assumed the President role. The primary goal of this congregational year was to begin a process of governance reform. The Board began this process with a facilitated retreat. The Board engaged Unity Consulting, an established UUA governance consulting group to assist in facilitating the Board's discussions around governance reform. The Board also took part in a number of governance related webinars, readings, workshops and research regarding governance options and reforms. The Board held an additional meeting each month dedicated to discussing governance reform while still tending to the regular business of the Board. This effort will continue into next year as we start to move forward on actions in that effort.

The formation of the Ministerial Search Committee was a major process to work through this spring and the Board is happy that we have commissioned a Ministerial Search Committee. We thank all those that put their names forward and participated in the search committee selection process.

USNH has worked through personnel changes throughout the year including the sexton and elimination of the Sunday assistant position. A. Cunningham thanked the people leaving the board for their contributions. A. Cunningham also recognized the committee chairs that are stepping down at the end of this congregational year.

## **Election of Officers and Trustees; Nominating Committee and Endowment and Legacies Committee**

Patricia Duff, co-chair of the Nominating Committee, presented the following candidates nominated by the Nominating Committee for election by the congregation:

### OFFICERS:

- Alison Cunningham - President 2013-2014
- Mary Donahue - Vice President 2013-2014
- Greg Seaman - Treasurer 2013-2014 (1 year term in order to restore bylaw rotation of Treasurer and Clerk terms in alternating years)
- Peggy Rae - Clerk 2013-2015

### TRUSTEES AT LARGE:

- Suzanne Miller - Trustee 2013-2016
- Nancy Lesh - Trustee 2013-2016
- Rod Groff - Trustee 2013-2015 (2 year term in order to maintain bylaw rotation of 2 trustees at large term expirations each year)

### CONTINUING TRUSTEES AT LARGE (not for election, but for reference only):

- Bobbi Pace - Trustee 2012-2014
- Jessie Whitehead - Trustee 2011-2014
- David Jones - Trustee 2012-2015

### NOMINATING COMMITTEE:

- Dan Gelperin - Nominating Committee 2013-2016

### CONTINUING NOMINATING COMMITTEE (not for election, but for reference only):

- Robb Camm - Nominating Committee 2011-2014
- Sally Connelly - Nominating Committee 2011-2014
- Patricia Duff - Nominating Committee 2012-2015
- Linda Oechsle - Nominating Committee 2011-2014
- Amy Stevens - Nominating Committee 2012-2015

### ENDOWMENT AND LEGACIES COMMITTEE:

- Fred Morrison - Endowment 2013-2016
- Frank Sirianni - Endowment 2013-2016
- Thea Bourke-Martin - Endowment 2013-2016

### CONTINUING ENDOWMENT AND LEGACIES COMMITTEE (not for election, but for reference only):

- Bob Congdon - Endowment 2011-2014
- Carol Cheney - Endowment 2012-2015
- Mary Beth Congdon - Endowment 2011-2014

**MOTION** by Deb Heinrich, to elect the officer and trustee candidates proposed by the Nominating Committee; **SECONDED** by Lisa Anderson; **MOTION PASSED** without dissent or abstention.

**MOTION** by Bob Congdon, to elect the Nominating Committee candidate proposed by the Nominating Committee; **SECONDED** by Nancy Lesh; **MOTION PASSED** without dissent or abstention.

**MOTION** by Lisa Anderson, to elect the Endowment and Legacies Committee candidates proposed by the Nominating Committee; **SECONDED** by Terry Vidal; **MOTION PASSED** without dissent or abstention.

### **2013-2014 Budget**

Sandy Frawley presented the budget. Incidental rentals are lower due to loss of recurring incidental tenants. Collection plate has raised approximately \$28,000 for last two years, so the Finance Committee is now comfortable including this amount in the budget. Endowment contribution is significant due to good investment performance. Search committee expense is a new expense item in the budget. These funds will be delivered to the MSC treasurer to be accounted for completely separately in order to ensure confidentiality of potential ministerial candidates. Music budget reduced in agreement with the committee's cooperation. Music committee will use music fund to replace the budget funds.

Barbara Orrok asked about the reduction in the fundraising line item. S. Frawley explained that the \$27,000 amount from last year was due to the \$10,000 contribution from Turnpike Players performance, which won't be repeated. USNH has not actually realized the \$27,000 anticipated income from fundraisers.

J. Trimble Shapiro asked about the source of music committee funds. S. Frawley noted that there was an estate contribution restricted to the music program, which is available for the music committee to use in lieu of budget funds. Requested that the Board and Finance Committee consider including even a small increase in UUA dues every year if possible in order to work toward full fair share dues.

Sue LaGarde is a member of the finance committee and raised concern about the budget process this year. In the past, the budget process was that Board raised concerns about the budget draft and sent the budget back to the finance committee. In this year, the final budget proposed by the finance committee was modified by the Board before submission to the congregation.

Deb Heinrich requested that in future years the current year actual expenses be shown in the propose budget.

Lisa Anderson raised concern about the need for a capital reserve line item.

Mary Losee raised concern about having reserve line items and suggested including these line items and showing a \$0 amount so that people can understand what is missing from the

budget. M. Losee also raised concern about not having an increase in the UUA dues. M. Losee asked a clarification about the collection plates being committed to particular efforts. M. Losee also raised a concern about staff structure. Rather than change what we have, we should consider what would we have as a personnel structure if we started from scratch, how many ministers, what staff positions, etc. M. Losee also asked that the Board clarify the relationship between the congregation and Turnpike Players

Ellen McCarthy requested clarification about whether the budget was voted on by board. S. Frawley indicated that the board reached a consensus on the budget proposal. S. Frawley explained that there was a meeting of the finance committee meeting on Thursday before the congregational meeting to review the final budget changes. S. Frawley noted that among the changes was that the finance committee had proposed 50% UUA fair share dues and the Board raised to 60% of fair share. S. Frawley noted that the Finance Committee had higher projections for pledge income which were reduced by the Board. E. McCarthy raised concern about search committee funds and feels that a ministerial candidate could be found from within the congregation.

Charisse Hutton asked where the repayment of the K. McTigue loan is shown in the budget. S. Frawley noted that it is not part of the operating budget because the timing of the repayment is uncertain and it is yet to be determined whether the funds will be made available as housing assistance for a ministerial candidate.

Mary Donohue raised concern about the lack of a capital reserve line item. Also raised concern about the social justice committee break down not being included in the budget.

A. Sommer asked about line items for Paypal and sales tax. S. Frawley explained that the Paypal charge is the fee charged by Paypal as the processor on account of pledges paid online. Sales tax is due on some fundraiser sale events.

Jean Rosenthal indicated that the personnel committee supported the reduction in the COLA adjustment. She noted that the committee would have preferred not to do so but had to work within the anticipated funds.

Kath Schomaker expressed concern that there is \$0 for website development.

A. Sommer noted that the lack of a strong website impacts our ability to publicize events and fundraising efforts.

A. Cunningham thanked the congregation for comments.

**MOTION** by Charisse Hutton, to adopt the proposed budget; **SECONDED** by Sarah Whitson; **MOTION PASSED** with 4 opposed and 3 abstentions.

#### Roof Repair Financing

A. Cunningham explained the efforts of the Board to make arrangements to address the necessary roof replacement. Bids were solicited from multiple contractors. A contract has

been executed with Eagle Rivet to replace the roof on the shed, RE wing; Social Hall and Children's Chapel.

S. Frawley reviewed the memo on roof repair financing. S. Frawley explained that when the mortgage is refinanced in 2018, any financing that is taken out to pay for the roof can be rolled into the refinance of the mortgage. S. Frawley explained that with the loan proposed from the Shuttee fund, \$16,000 will remain in the fund to pay for the quarterly obligations to Pat Shuttee for 8 years. At refinance, the loan from the fund will be repaid.

Bill Goward inquired why endowment was able to make such a large contribution this year, including funds being used for the roof repair and why there is no endowment financial report.

Janet Lyons raised concern about the Shuttee Fund being used for purposes other than the Shuttee support payments.

Bill Goward noted that the original Shuttee Fund was intended only to pay interest to the Shuttee's but with interest rates so low, the fund was modified to make payments from the principal and that the loan would still preserve sufficient funds to make those additional payments. He noted that he supported the use of the fund for a loan to pay a portion of the roof repair cost.

**MOTION** by Paul Trotta, to approve the roof financing plan; **SECONDED** by Richard Platt; **MOTION PASSED** with 2 abstentions.

A. Cunningham explained that Greg Seaman will be the project manager for roof and that preparations would begin shortly and that the work would be completed over the summer, depending on weather.

#### Other Matters

A. Cunningham asked if there was any other business to be addressed by the congregation.

Kath Schomaker wished to make the Board aware of a UUA proposal to be considered at GA whereby the UUA would direct financial asset managers to divest assets in accordance with a socially responsible investment strategy regarding climate change policy.

Barbara Orrok requested clarification on the personnel changes. A. Cunningham explained that the Sunday assistant position was eliminated in connection with the budget revisions for this year.

#### Adjournment

There being no further business before the congregation, a **MOTION TO ADJOURN** was made by Janet Lyons; **SECONDED** by Mary Donohue; **MOTION PASSED** without dissent or abstention.

The meeting was adjourned at 12:25 p.m.