

(Adopted October 13, 2011)

Unitarian Society of New Haven  
Minutes of the Regular Board Meeting of the Board of Trustees  
September 8, 2011

Board Members Present: Gil Belaval; Sarah Berke; Thea Bourke-Martin; Gregg Burton; Patricia Duff; Sandra Frawley; Sue Linsley, Alan Price; Larry Rizzolo; Jesse Whitehead;

Board Members Absent: Lisa Anderson;

Also Present: Tansy Birenbaum; Kathleen McTigue

T. Bourke called the meeting to order at 7:04 p.m. and G. Burton recorded the minutes. A quorum of Board Members was present, and the meeting proceeded with T. Bourke presiding.

**Board Goals**

The board discussed the proposed board goals. Discussion was suspended in order to address the DRE position description.

**Director of Religious Education Position Proposal**

Mark Segel presented the the personnel committee proposal for the DRE position. The proposal of the committee is to define the position of director of religious education for the 2012-2013 year as a 3/4 time (30 hours/week or equivalent) position at a salary of \$40,000 with responsibility only for children and youth religious education programs.

All religious education groups expressed support for the personnel committee proposal. The board took notice that the search committee is also in support of the proposal and that the search committee expressed interest in offering the flexibility of allowing the DRE to choose between a 3/4 time year round engagement and a full time 9 month academic year position. Concerns were raised about the financial requirements of the position noting that the position description requires greater financial resources than are currently committed.

**MOTION** by S. Berke: to approve the the 3/4 time position proposal made by the personnel committee.

**Seconded and passed without dissent.**

**ACTION ITEM:** The board requested that the Personnel Committee prepare, by November, an alternative DRE proposal for a 1/2 time position or other backup approach as a contingency in the event that funding is insufficient for a 3/4 time position. The board also requested that the Personnel Committee prepare a comprehensive staffing plan for next fiscal year (2012-2013).

## **Board Goals**

The board returned to a discussion of board goals. The board discussed the importance of determining goals against which various initiatives can be assessed to determine success or failure.

The board received a report prepared by K. McTigue regarding Goal #2: “Welcome & grow new members”.

The board adopted a 4 phase approach to Goal #2: 1-create publicity & outreach; 2-support greeters and welcome efforts at service; 3-support Pathways program; 4-followup with new members to increase involvement opportunities.

**ACTION ITEM:** Board members commit to approaching people at each service to assist in welcoming efforts.

**ACTION ITEM:** Board members commit to contacting 3 people and inviting them to the anti-racism workshop

**ACTION ITEM:** Stewardship working group to provide plans/metrics/efforts for Goal #3: “Shift our financial culture to generosity & stewardship“

**ACTION ITEM:** J. Whitehead & L. Rizzolo to be champions for Goal #2: “Welcome & grow new members”

**ACTION ITEM:** P. Duff to formulate specific targets/metrics/efforts for Goal #5: “Live our values through social justice and service”

## **Board Covenant**

The board discussed the proposed board covenant last discussed at the board retreat.

The proposed board covenant is as follows:

- Strive to have fun
- No harshing mellows
- Commit to attend; notify when absent
- Step up; step back
- check and respond to emails within 48 hours
- no substantive discussions over email
- respectful communication
- speak with one voice

- wait for all to speak before repeats
- transparency of discussion to the congregation without attribution
- be hard on the issues; soft on the people
- full, frank and open disclosure and discussion

The board considered additions and modifications, but no changes were made to the proposed covenant. T. Bourke requested the unanimous adoption of the proposed board covenant. Each board member expressed their adoption of the board covenant. **Proposed board covenant adopted by unanimous consent.**

### **Treasurer's Report**

S. Frawley presented the Treasurer's Report. The stewardship working group is working on a calendar/timeline for stewardship/fundraising efforts. The working group is focused on 2012-2013 fundraising. The gap in the current (2011-2012) budget is approximately \$51,000. There are no current proposals for plans to address the current year fundraising line item and to address the budget gap.

### **Book Launch Proposal**

The board considered a proposal made to hold a book launch event for K. McTigue's book. Proposal is for an event to be held the Sunday before Thanksgiving. Attendees will be asked to give at least 1/10th of 1% of the current budget gap (\$51) to receive a signed copy of the book.

**MOTION** by A. Price to adopt the proposal to sponsor the book celebration/signing event.

**Seconded and passed without dissent.**

### **Adoption of Minutes**

**MOTION** by A. Price: to adopt the proposed minutes for the board meetings held on June 22, 2011, August 13, 2011, August 14, 2011 and August 21, 2011 as revised.

**Seconded and passed without dissent.**

### **Adjournment**

There being no further business, the meeting was adjourned at 9:00 p.m.