

**March 28,2018 – All Souls Church Board of Trustees
Minutes of Meeting**

Called to order at 7:05 by President Tim Rhodes

PRESENT:

Tim Rhodes, President
Anne Bradley, Trustee
Russell Cross, Vice President
Robert Jayes, Trustee
Patricia Lambert, Vice President
John Schuettinger, Trustee
Esther Strongman, Trustee
Georgia Yuan, Trustee
Tracy Zorpette, Vice President
Fran Jackson, Secretary
Katie Loughary, Executive director

Other congregants

NOT PRESENT:

John Strongman, Treasurer

Chalice lighting and reading.

PROCEEDINGS:

1. Two consent agenda items was unanimously approved: the February Minutes and the MOU with David Pyle.
2. Agenda Item 4c(b) Managing Board Meetings. Georgia Yuan presented Guest-Congregant Attendance Guidelines from the UUA website. The board asked that the guidelines be amended to include a 72-hour time limit prior to the meeting if there were documents to be presented.
3. Agenda Item 3 a) Silver Souls Update on Eaton Room Renovation. Judith Clark and Judy Hogan presented a proposal from the Silver

Souls that would redecorate the Eaton Room. To accomplish this they need the board to do two things:

1) approve the removal of Silver Souls income from the general budget so they can use the money collected over the next 4 years for the redecoration project.

2). They would like the Board to dedicate over \$20,000 from the Capitol budget to make structural repairs before they redecorate.

The Board referred the matter to the Finance Committee for their recommendation.

4. Agenda Item 3 b) Petition Presentation. Brian Blosser gave the floor to Graham Lampa for presentation of a petition for mediation with the former minister Rev. Susan Newman Moore.

5. Agenda Item 4 Committee Reports.

INTERNAL BOARD COMMITTEES

4a) Leadership.

Tim Rhodes and ten former board presidents held a productive discussion.

4b) Personnel

a) Evaluation of Senior Minister. Esther Strongman and the Personnel Committee met with Senior Minister Rob Hardies to review the UUA designed "Fulfilling the Call Evaluation Tool." Esther will meet with Gary Penn next week regarding the posting of the evaluation online. Any member or staff can access and evaluate in the month of May. An announcement will be made from the pulpit and in the bulletin to invite participation.

b) Compensation and Benefits.

Tracy Zorpette reported that the Tune-up Workbook had been completed review with Jan Gartner of the UUA, but some follow-up research was necessary. There will be a conference

call with the UUA regarding dependent health care. Katie Loughary will compile a complete report.

c) Interim Executive Hiring Process.

Russell Cross, Tracy Zorpette, Esther Strongman, and the members Brian Marshall, Jenise View, and Sterling Lloyd of the ad hoc Interim Executive Director Search Committee recommend the hiring of Rachel Pfeffer, PhD. They reviewed 20 applications and conducted six interviews. In addition, staff met with the final candidate.

The Board approved a motion for the development of a contract between the Church and Rachel Pfeffer, PhD in consultation with the Personnel Committee and the Finance committee to make sure the compensation and benefits do not go over the current budget for the Interim Executive Director.

The Board also approved a motion directing the ad hoc Interim Executive Director Committee to proceed with the timeline on page 19 of the Board Meeting Booklet to develop a slate of six proposed members for a Search Committee to direct the search for a new Executive Director or Minister/Administrator to assume the responsibilities of the current Executive Director.

d) Senior Minister evaluation of program staff in May/June. Katie Loughary will finish staff evaluation before leaving.

EXTERNAL BOARD COMMITTEES

4 d) Finance.

Anne Bradley expressed a concern that the HVAC expenses are running high and that may be an area that needs attention in the future. Review of the church's financial procedures is moving along with the guidance of David Bend.

4 e) Investment.

Bob Jayes and the committee members met via conference call to review and assess the allocation of equities and fixed

income. They discussed socially responsible investments. They will continue to coordinate with the Finance Committee regarding expenses.

Bob announced the appointment of Jalisa Whitley, the Program Officer for the Beckner Fund. This is a first for the Beckner Fund.

4 g) Audit.

John Schuettinger said Jean Hubert, chair of the Audit Committee believes a “deep dive” is a good idea and will work with the Finance Committee. However, Jean proposes to wait until after any structural changes are recommended by the Governance Committee and after the auditors give their report.

The audit by Citrin-Cooperman will take place in late June, early July. Our external accountant, Jill Valentine, was gone in April and will not have the reports ready until late May. The presentation to the board will be in late July or August. If there are particular categories of concern that board members wish the auditor to review, pass those concerns to John Schuettinger to forward to the auditor.

4 h) Right Relations.

Bob Jayes reported that the committee was still a work in progress in terms of members.

4 i) Behavioral Committee.

Bob Jayes stated that the committee had had an issue and suspended a congregant. However, the appeals period has now passed without an appeal from the former congregant.

6. Agenda Item 5 Executive Team Report.

Katie Loughary presented the Executive Team Report. Katie explained that the expense spending to date of 50% of the denominational line item in the annual budget happens because the church makes two large payments to the UUA each year. This payment is the first one for 2018. She noted that contributions/donations are slower than projected for this time of the cycle.

7. Agenda Item 6 Discussion Items.

a) Funding for social justice initiatives/ explanation of Kizito Oblalom funding.

Rev. Rob Keithan suggested that the reporting of the social justice budget be divided into three parts: the Reeb Project, tag groups, and Opportunities & Capacity Building. The Reeb Project is a separate line item budget. The tag groups are variety of issue groups old and new that the church wants to support and include in the annual social justice budget should be given a number ID so they can be searchable. And the third category Opportunities and Capacity Building is reserved for opportunities that develop, for example, like the March for Our Lives. Rob requested that he not have to come to the board for each expenditure in the Opportunities and Capacity Building category. Going forth Rev. Keithan will submit quarterly financial reports to the Board for the three categories of social justice spending: the Reeb Project, tag groups, and Opportunities and Capacity Building.

Rev. Keithan agreed that the Kizito Obialon funding for a single individual is not the appropriate method of support for future social justice concerns. The church learned from the experience.

8:58 The Board recessed before moving into executive session.

Respectfully submitted,
Fran Jackson
Board Secretary.

Executive Session. Confidential Personnel Matter