



**BOARD OF TRUSTEES MEETING MINUTES**  
**Unity Temple Community Center**  
**6:30 PM, February 12th, 2019**

**AGENDA**

**UTUUC Board of Trustees Meeting**  
 February 12<sup>th</sup>, 2019 – UTUUC 6:30 pm

[UNITARIAN UNIVERSALIST LEADER'S PRAYER](#)

With gratitude and grace we lead forward to answer the call of our faith, we move happily together into the unknown, we open ourselves to growth, we go forth to begin the change to our corner of the world, we covenant together to transform the world through love and we are moved by Spirit to accomplish good works with compassion and love for all.

- Kirk Bogue

Centering	Alan	6:30
Planned Giving Policy	Jen Marling	6:40
Gale House Loan Payoff	Nile Wendorf	7:00
Quick review of 2018 Finances	Nile Wendorf	7:15
Consent Agenda	A-Team	7:30
<b><u>Executive Session</u></b> – Sr. Minister Evaluation	Clara Lewis and Willa Shultz	7:45
New Business		8:15
Adjourn		8:30

**Attendance:** Alec Brownlow, Kimberly Brumirski, Bill Crozier, Anne Devaud, Stephanie Kiesling, Clara Lewis, Emily Gage, Erik Wise, Dave Willard, Alan Taylor, Karen Haskins-Brewer, Teresa Powell, Elizabeth Plummer, Julie Willoughby, Willa Shultz, Nile Wendorf

The meeting was called to order at 6:30 p.m.

### **Centering (provided by Alan Taylor)**

- Reading about Trust by Barbara Merritt of the First Unitarian Church of Worcester

### **Gift Acceptance Policy**

- Presented by Jen Marling
- Jane Ditelberg is the legal SME and shared glossary of terms in document
- There is a template to be used when someone wants to give or add to trust or wills
- Discussion held about the fate of the planned giving committee – what is the flow chart or communication chart look like? Do not want to disband but where will it live. More discussion needed by Financial Committee
- First step is for the board to vote on and accept the policy. Operationalization not done
- Bill asked how soon it would be done – maybe march
- Nile – important part of document is that subcommittee gets it done and finance vets it.
- Alec – how do you plan to communicate the plan? Nile - over 1 to 1.5 year required communicate how to do it.
- Alex - who is part of the discussion group? Nile - They are leaders.
- Terry move to accept the policy, Dave seconded (Unanimous)

### **Gale House Loan Payoff – Nile**

- Presented review of UTUUC Loans, Terms & Issues as of 2/12/2019
- 1019 South Blvd – no change recommended
- Gale house – recommend using operating funds to pay off loan. Want to do it before sale to Byline Bank.
- Motion to pay off loan of \$167,353 plus fees associated. Bill motioned to approve, Terry second (Unanimous)
- Karen asked about Alciun – Elizabeth needs to look into it.

### **Review of 2018 Finances – Nile**

- Pledges came in how we predicted
- Predicting cash in December is harder to predict because of changes in tax law.
- Stable from 2017 to 2018 and budget estimate was good
- Too much money in savings account and it's not earning interest
- Finance and investment committee being combined 2 years ago has been an advantage.

### **Consent Agenda**

- Minutes

- Corrections – None
- UTP – legal entity that owns UT – 1 of the 2 UTUUC representatives wishes to step down. A-team would like to present recommendation. Also make recommendation for term limits.
- A-Team report
  - Willa - Membership dropped quickly because held off people from roles until we were back into UT. Do will have any followup with people who were dropped about reason? Alen – we have tried in past and been brought up before (exit interviews), its challenging to get information.
  - UUA donation amount requested – not based on membership levels and instead based on operating income and budget
- Financial
- Move to approve Consent Terri / Julie (Unanimous)

### **Executive Session**

- Move to enter Executive Session Terry / Bill (Unanimous) at 7:35
- Discussed Alan’s review

### **Exit Executive Session – Anne / Terry (Unanimous)**

### **New Business**

- None

### **Adjourn** Terry/Terri (Unanimous)

Meeting adjourned at 8:08 pm

Respectfully Submitted,

Erik Wise