

**Marquette Unitarian Universalist Congregation
Board of Trustees
Minutes for February 17, 2015**

Call to Order: 6:12 p.m.
BOT Attendance: Chris Wagner, Teri Rockwood, and Tim VanderVeen
Absent: Sarah Redmond and Mary Maki
Others Present: none
Open Forum: None

I. **Approval of Minutes:** January 22, 2015 minutes approved as submitted.

II. **Treasurer Report:** Accepted as submitted via email.

III. **Religious Education Coordinator Report:** Accepted as submitted.

IV. **Committee Communication as Needed:**

Sunday Service Committee: All going well.

CDC: Completed "New to UU" gatherings. Had a good turnout. TLC needs will be their next focus.

V. **Old Business**

A. **Music Coordinator/Accompanist Search update:**

See attached email communication. No candidates have contacted Tim V. for more information. Search will continue.

B. **Nominating Committee update on candidates:**

Board members in attendance are not sure who are being considered as candidates. Chris W will ask the Nominating Committee where they are at with this.

C. **Budget requests from committees: update**

Teri will send out an email message to committees for budget requests for the next fiscal year.

D. **Mid-Year Congregational Meeting follow-up:**

A Mission Statement draft is due in mid-March

E. **Visibility of Board on Sundays: Commit to upcoming calendar dates**

March 1	Chris
March 8	Teri
March 15	Chris
March 22	Tim
March 29	TBD

F. **Monthly Board Forum: Next date, topic, and who**

March 1, "Role of Board of Trustees"; Chris and Tim

VI. **New Business**

A. **RATI Forum follow-up discussion: vote on week for May**

See attached Forum minutes from 2/8/15

Need 3rd Coordinator to make another week commitment. We will vote at our next meeting after Teri contacts Michelle Halley and Sarah Johnson in regards to a 3rd Coordinator. Tim is in favor of hosting another week.

Next Meeting: March 9, 10, 11, 16, or 17 at 6 p.m. Adjournment: 7:20 p.m.

ATTACHMENT 1

Barbara Michael <michael.barbara.102@gmail.com>

Jan 29

to Tim, Sarah, Chris, Mary, me, Jeanne, Gary, Linda, Dharmini, TSulli3206

At our recent Music Committee meeting with Tim, he suggested we document our efforts to recruit coordinators of music and accompanists. Below is the report plus a few additional notes for the Search Team. If you have any questions, feel free to contact one of us.

Jeanne Trost, Music Committee Chair

Barbara Michael, Coordinator of Music

Efforts to Recruit Coordinators of Music/Accompanists for the Marquette Unitarian Universalist Congregation

Recognizing the time and talents of two members of the congregation, the minister for the Marquette UU's, Pastor Kayle Rice (2002-2006), asked Nancy Irish and Barbara Michael to become the congregation's Ministers of Music. They accepted and began to build a music program.

When Kayle moved to Idaho and Nancy became our Community Coordinator, Nancy asked Barb if she would continue on as Minister of Music. She humbly accepted and went off to attend a UU Musicians Network conference in St. Paul where she discovered that UUMN had recently designated that those who had a music degree were to be designated as Ministers of Music and those who did not hold that degree, but performed many of the same duties, be designated as Coordinators of Music. Barb gladly switched titles.

Following the move from the Brickyard Rd. Meeting House to the Meeting House on M-28 in Chocoy Township, a number of members were asked to coordinate music for various Sunday services. They included Jeanne Trost, Sheila Devlin, Jan Rubens, and Jeff Krebs. Barbara Michael continued on as the main Coordinator of Music and "go-to" person for the Program (now Sunday Services) Committee and service leaders. Each of these coordinators was paid a \$25 stipend from the Music Committee budget each time he/she worked to prepare and carry out a Sunday service for the congregation.

In 2011 Barb had become Chair of the Social Action Committee, as well as other Mqt. UU responsibilities, and was hoping the Music Committee could find a new leader to coordinate music for the congregation. The Music Committee (which included Sheila Devlin, Gary Stark, Jeanne Trost, Nancy Irish, and Barbara Michael) started to look for a new Coordinator of Music.

This search effort began through the Music Department at NMU (with Patty Sarvello and Dr. Floyd Slotterback), the *Mining Journal*, the *Chalice*, the Lake Superior Piano Workshop, and face-to-face networking as we met potential music coordinators and/or accompanists. A few people visited but did not pursue the option for various reasons. Other potential accompanists or coordinators already had music work responsibilities at other churches on Sunday mornings. Additional possible candidates were primarily soloists and were not interested in working with a small choir, service leaders, etc. The need was still there when Barb continued on as Mqt. UU Board President (2012-13 and 2013-14), but no one was found. In the fall of 2014, the Music Committee posted notices in issues of the monthly *Chalice* and the weekly *This 'n' That*.

At the Board's request following their January, 2015 Board meeting, a new Search Team will make an effort to find someone outside the congregation who is not currently a member. Members of the Search Team include Tim VanderVeen, Jeanne Trost, Gary Stark, and Dharmini Robertson. They will meet for the first time on Thursday, February 5, 2014

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Some interest from the following...both could be contacted again...both are guitarists, both have other jobs, too...perhaps could fill in, with pay, from time to time??

Corinne Rockow

Shannon Wyatt

Also, Jeanne will be announcing the opening once again at rehearsals for Choral Society Monday night and at Marquette County Chorale Sunday afternoon.

(email via Tim VanderVeen follows below)

The Music Coordinator Search Team met three times, last meeting on Sunday, Feb 15th after the service. Here is a list of these search efforts made first during the earlier search last year, and more recently; I will be sharing more with the Board at Tuesday's meeting with the hope that after the latest push and the efforts pending over the next 2 weeks that we can move ahead on the process. Thanks to the team for your efforts and to the Board for your patience and support.
Tim

----- Forwarded message -----

From: "Dharmini Robertson" <dharminirobertson@gmail.com>

Date: Feb 16, 2015 1:38 PM

Subject: Update - Search Committee - Music Accompanist/Coordinator of Music

To: "Tim VanderVeen" <timhvv@gmail.com>, "Jeanne Trost" <jeannehaven@aol.com>, "Gary Stark" <gstark.home@gmail.com>

Cc:

Hello to All of You,

Here is the update as of 2/16/15 a.m.

Notes from the last year (prior to this team's search)

Corbin Rockow - willing to do some occasionally

Shannon Wyatt - plays guitar, some interest, Barb M. has contact info

From mtg: 2/15/15

Choral Society - announced

Announced at Chorale

Jeanne discussed with Dir. of Chorale (re. Josh Wixtrom - Gary to talk with Josh)

Info given to Heahter Kapeller - not contacted committee members yet.

Academic Career office at NMU - posted

Craigslist did not allow entry of our format

Music store posted, and worker will show piano players

Posted at Co-op

As of 2/15 - no return calls received by Tim or others on committee

Follow up with Corbin and Shannon from last year planned.

-Dharmini

ATTACHMENT TWO

RATI Adult Forum: Our Week with Room at the Inn 2/8

Present: Sarah Johnson, MUUC Coordinator, Mary Jane Lynch, St. Louis the King Coordinator, Kayla West, St. Paul's and RATI Board +8 MUUC Members/Friends

Agenda:

- Intros and Experience with RATI
- RATI Overview--MaryJane Lynch
- Preparation
- Execution
- Things We Learned at UU
- Feedback

Overall, it was a very good conversation but, as always, there is much more to discuss than 45-60 minutes allow.

Summary of MUUC's Week with RATI: Feedback to MUUC from guests, MUUC volunteers and community volunteers was very positive. Location of UU was not an issue. RATI Coordinators ensured slots were filled and MUUC Members/Friends heavily supported this effort and week ran very smoothly. Our highest # of guests was 23 which was cramped, but doable. If UU decides to have ongoing role, RATI Coordinators would require continued and possibly increased support (see notes below) from MUUC Members/Friends, RATI Coordinators, and community to ensure continued success.

IMPORTANT: Per Mary Jane Lynch--RATI does not have a congregation covering last week of May, so RATI will end early, if they do not find coverage. Followed up with Kim on this and she echoed this and said it is a very difficult week as too many people have not transitioned into housing. IF UU WANTS TO TAKE THIS ON WEEK, Michelle and I are both willing to take this on as RATI Coordinators for UU, BUT we would need significant help with coverage (3rd Coordinator) as we both are out of town for portions of the week.

Concerns from a few that RATI signage and decorations at Warming Center are not inclusive of faiths outside Christianity. Some UUs identify as Christian, but not all and there is a wide range of beliefs within our congregation. gg provided nice explanation to Kayla and Mary Jane of UU faith. As a faith, UUs feel very strongly about honoring all faiths. If RATI seeks additional support and space (e.g. Temple Beth Sholom, possibly MUUC), this could affect interest to support. Strong feelings about importance of Christian symbol were shared by Mary Jane Lynch.

Feedback and Considerations for UU:

- Need to request additional supplies (coffee, creamer, bleach, dish soap, disinfectant wipes---less snacks)
- Need Room layout with lights, doors, fire exits, etc
- 1 pager with phone #s, closing "duties"
- Better signage (but not so much that it is not welcoming!)
- Welcome/Family Meeting at beginning of week to set tone (welcome + don't break the rules. You know what they are. Do NOT use RE doors, etc...)
- Laundry--We dropped ball on laundry and got stuff back to Messiah way late and inconvenient for them. Need better coordination (take all to laundromat?) with possible long-term goal of procuring sheets/bedding, if MUUC takes on. This was a big effort
- More laundry--volunteer slots for people to take home laundry as people move in and out
- Clean up duties (Laura and volunteers took care of this, but need to build into volunteer slots)
- Prepping our space (Sarah Johnson's thoughts: I feel like we need to do a better job prepping our space. We did not know what to expect and now do. Thinking: office supplies--scissors, staplers and cleaning supplies--guest used furniture cleaner as room spray and made floor very slippery, RE rooms had stuff stacked and we now have REC to help with organization)
- 3rd RATI Coordinator (or MUUC lead would be especially handy for night coverage)
- Follow SOP of RATI/other congregations for intake (pat downs, removing shoes and coats) and cigarette breaks (someone standing outside and not just in hall).
- Leftover food-take it with you! We did good job at making sure a variety of meals and guests really liked that they were healthy-ish but too much food left that really wasn't ready to serve again (e.g. giant thing of nacho cheese sauce)
- Like to ensure a continued meal blessing by guest or meal host

Thoughts for RATI Coordinators and Board of Directors

- Utilize guests to share their experience Lion's Club, etc to gain more support and raise awareness
- Track outcomes and other data for grant purposes and to garner support
- Is there a SOP re: kitchen use?
- Over the limit protocol as SOP and for consistency
- Identify and utilize a Lead Guest to act as go to for church and to orient new guests
- Family Meeting at beginning of week so people understand differences of various congregations
- Is there a list of supplies for donation request (e.g. 15 rolls tp, 2 giant coffee, etc, cleaning supplies)?