

Marquette Unitarian Universalist Congregation

Board of Trustees

Minutes for November 22, 2019

- I. Call to Order: 6:11 pm
 - A. Attendance: Desi Mims, Anne Stark (Secretary), Mary Maki (VP) Teri Rockwood (pres)
 - B. Absent: nine
 - C. Other attendance: none
- II. Opening words and chalice lighting: Before enlightenment: Carrying water, chopping wood. After enlightenment, Carrying water, chopping wood.
- III. Open Forum: none
- IV. Approval of Agenda: added Building use for Single Payer Health Care forum. Approved unanimously.
- V. Approval of Oct. 20, 2019 Minutes. Mary had said she'd look at pledge records to determine membership status. Minutes were approved unanimously.
- VI. Treasurer Report - Teri provided the MBank statements for October and to-date November. gg gordon is formulating a response to the October 9 \$2711.10 Michigan tax bill. Mary said she'd enter transactions into the budget line items on the MqtUU computer.
- VII. Spiritual Exploration Reports (submitted for cancelled Nov. 10 meeting) Submitted via email. Coming of Age retreat was a success with 4-5 participants.
- VIII. Old Business
 - A. NLH Agreement: How is it going? Teri met last Sunday with Stephanie. They had a "sharing the household" conversation. Snowplowing is the only issue. A Collier rep had said they couldn't guarantee plowing before 10am, but Teri said *would* be able to plow before 10 on Tuesdays and Thursdays. NLH is very happy with the space. Teri invited them to have some wall space. Their Winter session starts Dec. 3-March
 - B. Update on Vision Fund CD - Teri said that the CD has rolled over to a 36-month term, but we can withdraw partial amounts from the CD without paying the entire penalty fee.

- C. Administrative and Treasurer Duties - Board members agreed that the BOT member doing the board visibility on Sunday mornings would take care of counting the basket. Alesia Braun's first duties will be TnT, Orders of Service, and website will be the first tasks. Teri has been checking mail on Saturday mornings and paying any bills. We haven't heard any complaints from members, so our stop-gap assignments seem to be working.
- D. mBank transition to Business Account for Online Banking - Teri recommends that we enroll in Basic Business online banking. There are no extra fees as we are a non-profit. This will allow for role-based, read-only access for oversight vs. bill pay authority. Teri moved we change online banking from personal to basic business. Passed unanimously.
- E. Vote on using Payroll Services - Anne gave a report on her research on payroll services. Anne moved that we contract with Patriot Payroll services as they are very competitively priced and offers elementary services. Motion seconded by Mary. Passed unanimously.

IX. New Business

- A. Hiring Process: Two Candidates to choose from - Since board meetings were rescheduled repeatedly in November, Teri and Anne acted as the search committee. Mary moved Alesia Braun be selected as our Admin Assistant. Teri seconded. Passed unanimously, with Desi Mims abstaining. Anne said one benefit of hiring Alesia is her ability to remain neutral as a non-member, Mary said it will avoid problems conflating volunteer member activity from paid administrative work. Anne also said Alesia had a lot of enthusiasm and ideas. Teri mentioned that during the interview, Alesia suggested office hours during the week for drop-in business.
- B. Training Administrative Assistant - Anne will meet with Alesia on Monday, Nov. 25 at 11:30. They will start with communication tasks, and move on to Sunday collections, quarterly emails thanking members for pledges with balances to date, assigning MBank transactions to budget line items. Anne will also set up a LastPass account and share the master password with board members and Admin Assistant. Mary brought up her concerns for having a new employee be the primary point of contact from the website and phone. Teri suggested we check in with her during her training period to help her get up to speed.
- C. Building Use: UP Witches and Pagans Community - Teri has been in contact with a Witches and Pagan group who will be using the building 1-2 times per month through the winter months. Teri suggested they do a collection and donation to MqtUU in lieu of a formal building rental agreement - they are also a

non-profit religious organization. They have also inquired about becoming a UU Pagan organization. Anne said that she would feel more comfortable having them sign a building rental agreement with a rental amount of \$0, so that we have a formal agreement with UPWPC leadership. This would keep them from having an individual join the MqtUU congregation. Teri said they also offered to provide Sunday service(s). Teri said the coordinators are very committed and are willing to learn about UU as part of their participation in the MqtUU faith community. Mary asked about snow plowing. Teri said we would just hope that the parking lot would already be plowed. Anne will work with UPWPC and will attend the next gathering on Dec. 15. She will bring a key and a building use agreement.

- D. Part-time Minister interest from Marlin Kilpatrick and pay for upcoming services - Marlin is providing services on Dec. 8 and 15. Board members should be encouraging congregation members to attend and formulate an opinion. Desi says he hopes given Marlin's background, Marlin would incorporate other faith traditions. Teri said his Dec. 8 service will be a regular service, the Dec. 15 service will be a small group discussion service. Mary asked if Marlin had been offered payment as a minister for his Indigenous Day service. Desi said this is like paying a musician for their services. Mary said we have a policy to not pay members. Desi said the policy is designed to prevent members from getting paid for volunteer work. Teri said the service committee (her) offer guest ministers a customary fee of \$200 (or more) for guest ministers. Mary moved we pay Marlin \$100 per service. She later amended her motion to \$150 per service.

Mary asked how much the Morskis were paid. Teri said it was \$100, because that's what they asked for. Mary said the difference between Marlin and Paul Mitchell is Paul was not a member before being hired to lead services. Desi said the policy allows the board to choose to pay member/employees ahead of services being provided. Teri said the Program Committee guidelines can pay members an \$200 honorarium for a service. Mary asked what qualifications Marlin has. Anne and Teri said it's because Marlin is an ordained minister. Anne asked where the \$200 amount comes from. Teri said it's outlined in the program committee guidelines from 2013. Desi said the person who has been running the program committee (Teri) should be the one to make the decision and he trust her. Mary said Teri should not act as a committee of one, without Board input. Anne said that's not how committees work, that the Board allocated a budget line item that is to be used by the committee - not the board- to pay ministers for guest speakers. Anne looked at the UU Ministers Association and found minimum payment for a single service is \$250. Mary said the motion failed for lack of a second.

- E. John O'Bryan Proposal for Lighting changes - The initial outlay for LED bulbs would be \$534, and energy costs will be recuperated within 3 years. Desi said that

we should award John the money for upgrades since he has been lobbying for this upgrade for some time. And it's an environmentally sound plan. Mary said this is a good move towards our stance toward climate justice. Teri asked if Mary will coordinate with John to spend no more than \$800 with any additional changes. Anne moved that we award John up to \$800 out of the Building Fund account and Mary coordinate with him as board liaison. Motion passed unanimously.

- F. Michigan for Single Payer Health Care Partnership with MqtUU - This group is looking for social justice partners to host a town hall or other event to discuss universal healthcare. She is looking for a local coordinator to promote and staff the event. They would provide speakers. Desi suggested we make an announcement at a Sunday service to see if a member would become a champion for this issue. Anne said as a non-profit organization we are allowed to host a discussion about a political issue as long as we don't endorse a specific candidate. Desi said this might revive interest in a Social Justice committee.

G. Visibility of Board on Sundays

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| 1. Nov. 17 - Sarah J | 3. Dec. 1 - Desi |
| 2. Nov. 24 - Teri | 4. Dec. 8 - Anne |

X. Any Other Business - None

XI. Adjournment - 8:57 pm Next Meeting: Sunday, December 8