

**Unitarian Universalist Congregation at Montclair**  
**Board of Trustees Meeting Minutes**  
**November 20, 2012**

**Staff:** Charles Ortman, Judy Tomlinson

**Members:** Edward Billy, Terry Cummings, Teresa DeSousa, Jerry Fried, Laura Kushner, Carol McGough, Michael Mernin, Judith Rew, Judy Strachan, Connie Thames

Teresa DeSousa called the meeting to order at 7:30.

Motion was made by Ed Billy and seconded by Judith Rew to approve the minutes of October 16, 2012 meeting. **Motion carried.**

**President's Report**

With Judy Tomlinson and Patty Dow, Teresa debriefed recent visioning workshop and planned another for 12/9 for committees that did not attend the first.

11/1 – Teresa, Charlie, Courtney Allen and Judith Rew met to discuss morphing the nominating committee into a leadership development committee. The task force will attend the 12/2 meeting of the committee at which Teresa will present proposed changes to bylaws from 6 members serving 2-year terms to 6 members serving 4-year terms; Teresa will present changes to congregation at a meeting in January.

In preparation for our collaboration, Teresa attended a service at the UUC of Essex County.

**Minister's Report – Charles Ortman**

We have had 12 visitors this month.

The quilt that “came home” will hang in the Rotunda above the credenza. Charlie won the quilt in an auction at the UU Church in Brunswick, Me. Members of the Alliance created it for the bicentennial and Harriet Berry purchased it through a raffle. Of the 19 quilters, four are current members and three attended the unveiling at the recent service.

Participants in the brainstorming session with UU Congregation of Essex decided that the Essex folks would choose a project for collaboration – possibilities include an ESL program currently at their congregation and shared vespers. Charlie, Darryl Berger and Jane Mandel of Luna Stage will meet to promote Valley Arts District.

Using our congregation for family and office space in the aftermath of Hurricane Sandy created positive energy. And we hosted MESH visitors overnight during the hurricane and the snowstorm.

As a result of a possible theft, Charlie cautioned that all stay alert.

Jaclyn Puleo has taken an earlier leave than anticipated; due date is 12/23.

## **2012-2013 Pledge Campaign**

**Matt and Nancy Silverman**, co- chairs, outlined the timeline of the campaign:

Late December/early January – Board to make the first pledges and engage in outreach.

Early January – meet with committees, engage members to participate and pledge early

Mid January – kick off gathering and orientation.

End of January – reception for major donors.

February – first pledge month (change from March)

Set up express pledge process at coffee hour during first two weeks of February.

Mid February – outreach calls (made by 15-20 recruits from Board and congregation)

The pledge drive will integrate with membership committee to keep spirit alive – which will be a 2-3 year process.

Mark and Nancy Felix will assist this year and chair the drive over the following two years.

## **Minister's Report – Judy Tomlinson**

Judith Rew will coordinate the leadership development program while Courtney Allen is on sabbatical.

The membership committee is working on the mentor program for new UU graduates and scheduling tours, as well as talking to other congregations about welcoming practices.

Our 13 covenant groups are going well; Judith Rew has suspended TaiChi.

We reached out to our seniors around Hurricane Sandy and we assisted congregants here with office space, connectivity, power and warmth.

The RE program is running well. The COA trip to Boston was modified, but we fit in all the key aspects of the program.

Coming up: Holiday Craft Workshop, 8<sup>th</sup> grade OWL parent orientation, Winter Holiday Pageant.

Sabbatical plans: Study membership growth and development; attend UUMA Institute for Excellence in Ministry; travel to Costa Rica to study sustainable communities; visit and interview membership staff people after identifying growing UU congregations; revamp adult RE program based on participation at LREDA.

## **Thank yous**

Beth Smith, Harrison and Joel Naftelberg, Peg Seip – MESH

Lawrence Ramsey, Elizabeth Speidel, Kim Johnson – chaperones for COA trip.

## **Administrator's Report**

The space outside of Donna's office is ready for rental and Montclair Child Development Center rented the basement school space for four days while their space was without power. Donna is negotiating a six-month trial rental of this space

to NJ United for Marriage Equality, at a monthly rate of \$400. Donna has possibilities for rentals in the school space beginning in January.

We have contracted with an animal exterminator to remove the raccoon found in the Samantha Smith room. The cost is \$2300 and the work is guaranteed for three years. We also sustained roof damage during Hurricane Sandy. Bay Roofing will repair the lost slates and shingles at a cost of \$1800.

Letters were sent to approximately 30 families who did not pledge for the current year, which resulted in a response of 2 pledges. Of this group some are active in the life of the congregation. The membership committee has the list for follow-up. We received a pledge from all in the recent new member class of seven, in the amount of approximately \$7800.

**Council on Ministry** – continues to work on assessment; no meeting this month because of poor weather.

#### **Finance Committee – Judy Strachan**

Plans to develop amount for reserve for building repair and maintenance.  
Will review software to replace Church Windows.

Seeks consensus from Board to take \$3000-4000 from reserve fund to cover expense of internal controls review very three years.

#### **Treasurer's Report – Judy Strachan**

Financials are looking better than last month. Pledge income year to date is over budget while Sunday collections are below budget. Short and long term rentals and fundraising continue to be under budget. Administration and operations expenses are on budget through October and membership is over budget, which needs to be explored. Review of the balance sheet indicates little change overall, with an increase value of funds over last month.

The Board received the Treasurer's report as presented. (Billy/Mernin)

**Potential Diversity Committee Discussion** – will take place at mid-year retreat.

#### **New Business**

Ed Billy presented estimate of \$5300 to replace flooring in sanctuary. Mike Mernin offered a motion to approve the funds; Terry Cummings seconded it and the Board unanimously approved, but subsequently decided to ask Ed to seek more estimates before proceeding. The refrigerator is leaking and Ed Billy will purchase a new, energy efficient one and the Sears Outlet in Essex Green.

#### **Board Moments**

12/2 – Judy Strachan – finances

12/9 – Ed Billy – vespers

12/16 – Teresa DeSousa and Connie Thames – anti-oppression and multiculturalism

**Process Observations**

Discussion of diversity plays an ongoing role in and beyond the congregation. The Board conducted the meeting with even tempered, good humor.

Motion to adjourn at 9:55 (Kushner/Thames) **Motion carried.**

Respectfully submitted  
Carol McGough