

**First Unitarian Church of Albuquerque
Board of Directors Meeting Minutes
17 June 2014**

Board members present

Ketelle, Alei, Suydam, McLaughlin, Demi, Flynn, Mayo, Phillips, Kapalianis, Kwait

Members absent

Diem, Robinson

Guests

Herrera

Call to order

6:30 pm by President Martha Ketelle

Chalice lighting by Mc Laughlin

Administrative agenda

1) 20 May 2014 Board Meeting Minutes approved

2) June 2014 Treasurer's Report (appended) presented by Suydam.

a) Total income for the year was \$7688.82 under budget. Rental income for the year is under budget by \$\$769.28.

b) Total expenses for the year to date are \$325,014.05 which is under budget by 14,463.99.

c) Regarding capital funds, we need to receive \$88,570 in pledge income before the October switch to our mortgage in order to meet our projected budget.

3) Core staff reports presented and discussed

Herrera, Assoc. Minister

a) We expect to have an intern this year, James Galasinski. He is interested in learning leadership skills in a large church. He will also be interim youth coordinator.

b) Herrera's sabbatical will commence July 1, 2014.

c) As our rentals increase a variety of groups will be on campus. We need to make sure we are welcoming to them.

d) In response to concerns about APD violence an interfaith group has formed. In April Herrera joined an initial effort to hold "humanizing conversations" between APD/city officials and the people of Albuquerque, offering churches as safe spaces. The

excessive use of force had to be openly addressed and its momentum halted in the eyes of the public. The group decided to host an interfaith service of lament which took place on 6/10 at First Unitarian. Unfortunately an interview that Herrera did for KRQE was miscommunicated and ruffled some feathers, but Herrera since been able to build some bridges.

- e) A church member who Herrera has known and communicated with frequently in the past year made a threat to shoot her and two other people. APD was notified and a crisis team was organized to deal with the problem. On Sunday June 15, two APD officers were stationed at the church to watch for this individual. The Board discussed what actions to take. In light of the seriousness of this threat to Herrera and the church community the decision was to ban this individual from church property. However, there is not a detailed policy on criteria for banning someone from the church nor on the length of time they should be banned. The Board was charged to review the By-laws and the Healthy Community Policy in respect to this issue and to revise them if indicated. Whether Herrera should get a restraining order was discussed. It was decided that Ketelle and Alei be the spokespersons to communicate with APD. They will draw up a list of questions to ask the police. Others on the board cautioned us to be compassionate with this person. Concerns were also expressed regarding the lack of security for the new sanctuary.

Martha Ketelle President's report

- 1) A church member wants the Board to consider having absentee voting. The pros and cons were discussed. Proxy voting was also discussed. We would need a by-law change to implement this. Need to talk with proponent of the change re his rationale for it. Need to check if other large churches do it.
- 2) Need to keep a running list of needed by-law changes.
- 3) Lynne McLaughlin has been appointed Board Representative to the Stewardship Committee.

Motion to accept the Administrative Reports: moved by Alei, seconded and passed

Break

Question by Kapalianis How to deal with outrage

Old Business

- 1) Revised Alcohol Use Policy presented by Demi. Policy broken into Board Policy and Staff Policy, otherwise unchanged. **Phillips moved to approve, seconded and passed.**
- 2) Healthy Community Committee Charge presented by Phillips. Charge discussed. Committee needs new members. Need to specify more clearly what is and is not the responsibility of the Committee. Also need to develop more specific guidelines for prohibiting someone from coming on church property.

Motion: Phillips moved to table approval of the Healthy Community Policy. Seconded and passed.

- 3) Stewardship Campaign – Herrera
September 21 is kick-off date for 2015 Stewardship Campaign. There will be a big church party. Board members should be there. Hope is to get most of the pledges on that day and have the wrap-up two weeks later. Need a chair or convener for the Taskforce
- 4) Strategic Plan Update – Herrera. Kapelianis and Renz-Whitmore will be co-chairs. They will publicize the process to be used to develop the strategic plan.
- 5) Website update – Ketelle. The committee is working well. Vance Bass has joined the team. They are developing a survey to assess what congregants like and what new features should be added. Survey will be sent by email and also will be available as paper copies to be filled out after service in the social hall if people prefer. Jane and Scott have developed a map of the current web site. Members of the team are Ketelle, Browne, Rick Held, Scott Lake, Jane, Vance Bass.
- 6) Request for change of time for Board meetings – Alei. Alei's work schedule will be changing in the fall. He requested that the Board meet at 6:45 in, October and November. Hearing no objections, the time change was approved.

New Business

- 1) Delegates to General Assembly - Martha Ketelle, Doug Leshner, and Mara Hoffman were unanimously approved to serve as delegates to General Assembly.

Meeting Adjourned 8:30 PM

Respectfully submitted, Alice Demi

First Unitarian Church
Treasurer's Report
Board of Directors Meeting
June 17, 2014

Financial Reports

Income:

Pledge income for May was \$49,083.89 which was \$6,832.78 under budget. Non pledge gifts of \$4291.14 were under budget by \$1,125.53. Total income for the year to date is under budget by \$7,688.82. Rental income for the month was over budget by \$271.61. For the year rental income is under budget by \$769.28.

Expenses:

Total expenses for May were \$63,155.52 which was \$1,558.24 under budget. Total expenses for the year to date are \$325,014.05 which is under budget by \$14,463.99. Utilities are over budget by \$2,609.54 for the year to date but physical plant, RE and Sunday services are still significantly under budget. YTD there is a net revenue vs expense of \$6,775.17

Capital funds:

\$1,655,930.16 in cash pledges has been received through May. In May we received \$5,791.16 in pledge income. We need to receive \$88,570 in pledge income before the October switch to our mortgage to meet our projected budget.

Board action requested from Finance Committee:

No action from the Board is needed at this time