

**First Unitarian Church  
Annual Congregational Meeting  
May 22, 2011 - Approved**

- I. Meeting is called to order at 12:10 p.m. by our president Don Wheeler. It is determined that there is a quorum (see list of members present attached).
- II. Invocation is provided by Rev. Beu to begin the meeting.
- III. Approval of Minutes
  - A. Minutes from Annual Meeting May 16, 2010 were presented. Mark Kricheff moves to approve the 2010 annual meeting minutes. Bob Shuman seconded the motion. Melanie Smith-Guillaume proposes one change to the May 16, 2010 minutes. Under VIII, it should show that Dale Gibson was elected to a 3-year term on the Endowment Committee, not Chuck Leone. Melanie Smith-Guillaume moves to approve the May 16, 2010 minutes as amended. Elizabeth Scarborough seconded the motion. The vote to accept the minutes as amended went unopposed.
  - B. Minutes from Special Meeting June 6<sup>th</sup>, 2010 were presented. Bette Asplund moves to approve the June, 6<sup>th</sup> 2010 special meeting minutes. Dave Wistreich seconds the motion. The vote goes unopposed.
  - C. Minutes from Special Meeting August 29<sup>th</sup>, 2010 were presented. Bob Shuman moves to approve the minutes from Special Meeting August 29<sup>th</sup>, 2010. Tom Platt seconds the motion. The vote goes unopposed.
  - D. Minutes from the September 12<sup>th</sup>, 2010 Special Meeting were presented. Roger Birdsell moves to approve the minutes from the Special Meeting September 12<sup>th</sup>, 2010. John Wegener seconds the motion. The vote goes unopposed.
- IV. The minister's report is presented by Rev. Harold Beu. Written report is presented in the annual report.
- V. The President's Report is presented by Don Wheeler, President of the Board of Trustees. Thanks to all the board members and Rev. Beu for all their hard work this past year. A written report is presented in the annual report.
- VI. The Treasurer's report is presented by Alice Bentley, Treasurer. The status of the current budget is reviewed and it is determined that as of April 30<sup>th</sup>, 2010 we are \$13,089.00 in the black for the current fiscal year. Alice reports that the committee discovered they entered figures incorrectly for the interim minister's benefits in the proposed 2011-12 budget. Line 915 (in lieu of FICA) should read \$3848.00. Line 930 (Minister's Expense) should read 5530.00. Line 947 (moving expenses) should read \$5030.00. Alice reports the numbers were not originally double checked and need to be changed now. Barb Williams asks how this will affect the bottom line. Alice reports our total outflow will be \$148,017.00 leaving an outflow deficit of \$5017.00 for the fiscal year. Alice mentions that the board discussed taking this money out of the Tudor account. We currently have

\$52,000.00 in this part of the Tudor account. Alice reports that this \$5017.00 would only be used if we need to balance the budget. Kevin Berry asks if we know the expense side is going to be different why not just change it? Alice explains that the Finance committee just found the error yesterday and it was simply not enough time to correct everything for today's meeting. Alice felt more comfortable leaving the numbers as they were. Susan Siemers mentions that we don't anticipate needing this extra money but we need to know where it's coming from just in case. Alice adds that we really do need to show a balanced budget if we try to get a mortgage at some point or when we try to recruit a settled minister.

- VII. The 2011-2012 budget is presented. Changes have been thoroughly explained by the Treasurer in the above report. Glenda Gibson moves to accept the budget with corrections as proposed and providing an authorization to cover a potential deficit. Bob Shuman seconds the motion.

Gary Metzler states that using the Tudor money for operating expenses is a big problem. He claims individuals may not give to our endowment if they know it is being used for operating expenses. Gary suggests using money from this year's checking account for covering next year's proposed deficit. Elizabeth Scarborough explains that not all of the Tudor money is endowment. She adds that there is money on the back page that we are authorized to spend for various things not to exclude operating expenses if need be. Dave Wistreich mentions that we had to cut back on every committee and most line items and we still didn't come up with a balanced budget. He adds that we need to look at the numbers and see what we have. Dave believes every committee is going to have to do fundraisers this year if they want to maintain current programming levels. Dave wants us to realize that the funds are just not here for next fiscal year. Bob Shuman asks what happens to surplus money when we have an average year. Dave Wistreich responds that it goes to the checking account. John Wegener explains further by saying all surpluses at the end of a fiscal year automatically become assets of the church. Don Wheeler interjects that if we have a surplus at the end of this fiscal year we can vote to change our minds and take the money from a different place. He adds that we KNOW the Tudor money is there now.

Kevin Berry moves to amend the motion to read, I move to accept the budget with corrections as proposed and providing an authorization to cover a potential deficit. These funds will be provided by operating income from the Tudor fund or from the 10-11 fiscal year as a second option. Mark Kricheff seconds the amended motion. Two opposition votes. The amended motion passes. The proposed 11-12 budget passes.

- VIII. The slate of officers is presented. Lynn McDonald and David Mayfield are listed as new *and* continuing trustees. The new 2-year term trustee positions should read Mary Alice Hardy and Richard Wallace. David Mayfield and Lynn McDonald will be continuing their two year term as trustees for the 2011-2012 fiscal year. Under continuing for endowment it should read Dale Gibson. Chuck Leone should be listed only under the new proposed endowment committee position. Roger Birdsell moves to accept the report by the nominating committee and asks the secretary to unanimously approve the slate of nominees. Marilyn Shaul seconds the motion. The vote passes unopposed. Elected for the board for the upcoming year are, Robert Asplund, Vice President; Mary Alice Hardy,

Trustee; Richard Wallace, Trustee; Chuck Leone, Endowment Committee. David Wistreich, Alice Bentley, Allyson Kricheff, Lynn McDonald, and David Mayfield will continue to serve on the board during 2011-2012.

IX. The slate for the Nominating Committee was introduced:

Don Wheeler	Mary Hagen
Chuck Leone	Bette Asplund (alternate)

X. The Building Feasibility Committee Report was presented by Anne Mannix with help from Brendan Crumlish and Chet Gamble. Anne explains that Brendan and Chet were asked by the committee to perform a general assessment on the buildings at 319 N. Niles and 801 E. Washington. She explains that the floor plans are available on the church website. Anne adds that both buildings were owned by the Madison Center. The utility information is based on past usage and projections. All planning ideas will be discussed with zoning officials and the committee. Mr. Crumlish and Mr. Gamble put together a program of spaces for each site. Brendan points out that the floor plans are just suggestions. They performed an energy use analysis of each site and a preliminary cost projection for each building. There is a summary of strengths and weaknesses and finally a recommendation. Brendan states that most of the renovations we will make will be functional changes. He adds there may be some DIY work as well. The architects have provided a matrix summarization of all the parameters. It was decided we need 12,553 sq/ft. to start from scratch and cover our current programming needs and room for conservative growth.

The Niles Ave. property is 60 years old and had a cosmetic face lift 6 years ago. The footprint is not large enough to suit our current needs. The committee explains that we could modify our desires if we would like to fit in this space. This property does have adequate parking. Brendon explains that the site may require a variance for zero setback rules. There is no sprinkler system currently. If we built an addition so the building would suit our needs the cost would be \$688,000.00. The utilities would be around \$13,000.00 per year without the addition.

The Washington Ave. property was built in 1985 as a medical office building. The architects state that it was built very well and therefore lends itself better to modification. The current floor plan is large enough for us with room to grow. There is a sprinkler system which would give us flexibility in uses and function of space. We would need a parking variance for this property. The building is accessible and has an elevator to the basement. There is about 4000 sq/ft. of possible rental space on the lower level. Rehab estimates are at around \$459,000.00 and utilities are at \$13,000.00. Mr. Crumlish and Mr. Gamble recommend the property at 801 E. Washington.

Anne explains that our next step is to decide if we want to move forward with the Washington property. We need to have the UUA come to do an assessment of what we can do in a capital campaign.

There was continued discussion from members about the Washington St. building, costs, raising money. Jim Curlee moved that we instruct the Building Feasibility Committee to make an offer of up to \$350,000 for the Washington St. building. Marilyn Shaul seconded

the motion. Don Wheeler then pointed out that such a vote could not occur at this meeting, which was not convened for the purpose of deciding the issue of a new building. Our By-laws state that an announcement has to go to all members at least 10 days before a meeting, stating the purpose of the meeting. There is enough time to get out an announcement for a meeting on Sunday, June 5, 2011 at noon. This has to be requested by the Board of Trustees or a petition signed by 10 members. An e-mail poll of the BoT will be taken, and announcement sent to all members. Members continued to express enthusiasm for the building and ask questions of the committee.

- XI. The Board of Trustees were recognized for all the work they have done over the past year(s).
- XII. The volunteer of the year award was proudly presented to Francis Ercsey-Ravasz for his hard work and dedication in forming and leading our choir this church year.
- XIII. The meeting was adjourned at 2:20 p.m.

Minutes were recorded by Allyson Kricheff until 2:00. Alice Bentley recorded minutes from 2:00-2:20. Minutes were transcribed by Allyson Kricheff