Minutes Board of Trustees
Unitarian Universalist Congregation of Asheville
January 16, 2013

Trustees Present: Gay Lambirth, Presiding; Kay Aler-Maida, Juliana Austin, Michael Boing, Jane Bramham, Ann McLellan, Frank Valenti
Staff: Mark Ward, Lead Minister
Congregant: Sammy Fong

Consent Agenda:

- Approve minutes of December 12, 2012 Board meeting
- Accept Financial reports for November and December of 2012
- Nominate Jill Preyer and Tom Dessereau for SUULE

Consent Agenda was adopted.

External Financial Review: Sammy went through the revised letter, account summaries and review report notes. This financial review, not a full audit, provides the Board "limited assurance that there are no material modifications that should be made to the financial statements in order for them to be in conformity with modified cash basis of accounting." Motion made by Jane, seconded and passed to accept the Financial Review Report.

Treasurer: The Nominating Committee has endeavored since last spring and through the first six months of this fiscal year, to identify a congregant willing to serve as Treasurer; that search has not been successful. Sammy's resignation last month leaves the office of Treasurer vacant. The Financial Advisory Committee will be reviewing all financial reports and performing periodic financial record reviews. The Board unanimously affirmed that until the position of the Treasurer is filled or revised the Executive is to direct staff to fulfill the Treasurer's duties as defined in the Bylaws and Governance Document.

Executive Report: Mark's *What's Happening* report was available for comment. The Board was advised of the new title and job description for Director of Administration and the planned search process was outlined.

Susan Beaumont's presentation to Board and Congregation is planned for Saturday, September 21, 2013; funding was included in the planned Board budget and her contract is to be finalized.

Sally Beth Shore's March 22, 2013 Ordination Committee developed a budget of $5500 which included $2000 donation to UU Service Committee in lieu of honorarium for Bill Schultz. It is anticipated that more than $2000 will be offset by a Share the Plate collection and contributions by Sally Beth and other individual donors. Kay's motion to allocate up to $3500 from the Contingency Fund for the Ordination event was seconded and passed.

Executive Monitoring: Lead Minister Review Task Force has had no changes to recommend to the Continuing Letter of Agreement. A committee is needed for annual ministerial role review; this committee will consist of one Board member, two members appointed by the Board and two members appointed by the Lead Minister.

Board members each completed a draft UUCA Ends Statements Survey designed by the Committee on Ministry. Michael led the discussion; several suggestions regarding length of survey and wording of questions were made; it is agreed that this instrument will be valuable for assessing the Executive function but is not suitable for review of ministerial pastoral roles.

Learning Community: Kay facilitated discussion of Board and Congregational views of the role of the Lead Minister and how those have changed since the time Mark was called based on chapter 4 of *Inside the Large Congregation*.

Appreciation: Ann will write letters of thanks to members of the Lead Minister Review Task Force and the Administrator Search Committee on behalf of the Board.

Submitted by Jane Bramham, Clerk