

## December 19, 2017 USH Board Meeting

Present: Stephanie Briggs, Phil Gardner, Joe Rubin, Sherry Manetta, Sarah McKenzie, Chris Wilt, Hank Murray (late 6:50); and Revs. Heather and Cathy Rion Starr (ex officio). David Newton, Janice Newton, Stu Spence, Paul Cipriano, Jim Venneman, guests.

Sherry M called the meeting to order at 6:31, and read opening words

Phil G read the Board Covenant at 6:34

6:36 - changes to agenda? Chris requested that Paul Cipriano have a moment to speak (when fits into the agenda, maybe not at the end where it is currently slotted.)

6:37 - Thank you notes for the month circulated for board signatures.

6:38 Phil G moved to approve consent agenda, Joe R seconded

Ayes - 6

Nays - 0

Abstentions - 0

motion passed, (HM not present for vote)

6:38 board calendar - May Board Meeting moved to May 8 to allow board to approve the FY 2019 budget prior to May Congregational Meeting. June Meeting moved from 6/19 to 6/12 (Rev. Heather & Rev. Cathy will not be available on 6/19)

Nominating and Leadership development committee would like to have a Spring (and probably also a September) council fair in order to acquaint people with activities within the church and encourage involvement. March might not work since it is stewardship month, so maybe in April. Chris W - not obvious that there is an appreciable increase in participation from the council fair. Stephanie B - gives people a chance to see the number of things that happen within the church community. Rev. Cathy - Stewardship month focus is on all the things happening, so might be helpful to reinforce that message. Sherry M will reach out to Virginia DeLima to start the process of getting it together.

6:47 - Paul/Chris - Meeting House Presents: Jacques Lamarre will be presenting a new play here January 19. He is not accepting payment, reception will cost about \$75 for food. Lots of promotion happening. New World Trio also playing in January. Tickets for Mary Gauthier, JP Cormier and Dennis McCorkle are already selling. They've been getting lots of positive feedback from the shows so far. Sherry M - asked if Paul could project forward profitability/break-even (taking into account guarantees, etc...) Paul thinks we will be close to breaking even at the end of the year. Sherry M Thanked Paul for all his work bringing all these acts. Chris W - we need to start planning next year's series and book acts. Recommends that

we do something similar to this season, with a similar backstop from the board. Board will consider that request during budget discussions later in the meeting.

7:01 - B&G Report - Hank M - sent B&G's minutes along with an outline of capital improvements that need to be made, as well as roof RFP and B&G's recommended bid from Eagle Rivet. Stu and David - capital improvements info: B&G struggling with roof problems, patching efforts no longer sufficient (realized about a year ago), 2 companies responded to RFP and 2 bids were received. Eagle Rivet provided a Scope of Work that will address the repairs needed at a reasonable price. B&G would like the board to act as quickly as possible in order to engage the contractor. Work would commence in the spring, with a not to exceed date of April 30th from the RFP. Rev. Cathy asked for a context of 50 years of roof maintenance, could we actually be leak-free for the next 20 years? Stu - yes, it is a possibility. Current roof is 52 years old, and the more we work on it, the more it leaks. Walkways (rubber pads) will be added to the surface to create places for people maintaining the drains and other roof structures to step.

Other Capital Projects for B&G looking forward: - first 4 items are more or less consensus projects, Congregation is aware of them, and would like fixes. 1. Finishing the Pirate Ship, 2. Re-Roofing the sanctuary portion of the Meeting House (and refinishing the Sanctuary ceiling rays, once leaking is addressed), 3. Improvement in Sanctuary Lighting (contingent upon no leaks), and 4. Completion of carpet installation. Sherry M - Are there other items out there that may affect the structural useful life of the building, that may become a \$ issue in the near future? Stu - sidewalks need to be re-leveled occasionally, driveway to the lower level and parking lot areas need to be resurfaced. Building itself is in relatively good shape. B&G has been replacing broken windows (as they happen) with tempered glass. To replace all the exterior windows all at once would be expensive. 3 panes have had to be replaced within the last year, and have been upgraded to tempered glass. Phil G asked about sound abatement, Stu responded that it's not easy to keep sound from the classrooms on the main level from bleeding into the sanctuary. Rev. Cathy encouraged people to think big when it comes to these issues. David pointed out that zoning was very kind to us during the solar process, we could now apply for a "campus overlay" which would allow for more possibilities for the building/grounds.

Roof - B&G is very comfortable with the proposed solution from Eagle Rivet. A Board Under the Stairs is scheduled for January 14 where the roof replacement will be discussed, and the next Board meeting is scheduled for January 16. Funding - Are we going to take \$ from the endowment, or is there another funding solution? Went around the table to take the temperature of the board on these 2 issues.

Sherry posited that the Board does have consensus that the roof does need to be replaced and that the \$ will come from the endowment, Board will move forward and communicate the plan to the congregation. Board is very appreciative of the B&G council's work and gives our assurance that we plan to move forward, and will formally vote on the roof replacement RFP at the January Board Meeting.

8:09 - Nominating committee met last night to recommend that Judy Sullivan be appointed as Social Justice Committee Chair, Judy's Bio is attached here. Rev Cathy added: Judy has expressed interest in stabilizing the position, has seen lots of turnover. Judy will have to step down from the Nominating Committee.

Joe R made a motion to add Judy, Phil G seconded.

Ayes - 7

Nays - 0

Abstentions - 0

Motion Passes

There will be further conversations regarding the makeup of the Nominating Committee. Board should also consider if there are members who they would like to see on that committee (should be signed members)

8:15 - co-ministers report (attached here) - possibility of Ministerial Intern, Heather talked to director of ministerial credentialing at UUA. There are approximately 1200 congregations, with 440 people en route to becoming ministers. The reason that the UUA has internship grants is in the hopes that congregations will become "teaching congregations" and have on-going interns. Generally, congregations have to have made a commitment in November to accept an intern, but by March, whatever \$ UUA committed, but hasn't matched a congregation with an intern, that \$ is freed up, and redistributed to congregations who missed the November deadline, but still want an intern, and have an agreement with a potential intern all lined up. We have an interest and a potential intern. Heather would like the Board to look at the possibility of an intern in relation to the budget, etc... Hank M asked if this would create more work for Heather and Cathy? Potential intern is willing to be part-time, Heather and Cathy are very enthusiastic about the possibilities involved. Does 2-year internship affect Heather and Cathy's ability to take sabbatical? Rev. Cathy says there are a lot of moving parts, but it is doable. Interns are required to have an intern committee (3-5 congregation members who meet monthly with intern). Board needs to make a decision about this piece by the end of February.

8:34 - Finances - talked about % of FY pledges collected through October, much lower than in previous years.

8:39 - Board went into executive session.

8:55 - Board came out of executive session & Sherry read the closing.

Meeting was adjourned at 8:56pm

Respectfully Submitted,

Sarah McKenzie  
Secretary



## Consent Agenda

### USH Board meeting December 12, 2017

1. **October board minutes:** Approve October board minutes
2. **November board notes:** Accept November board notes
3. **Appoint new member to the Audit Committee:** Appoint Lisa Galinski as the third member of the Audit Committee for the balance of FY 2018



December 8, 2017

Unitarian Society of Hartford  
50 Bloomfield Avenue  
Hartford, CT.

RE: 50 Bloomfield Avenue

As requested, Eagle Rivet has prepared this proposal for roof repair at the above referenced address. Our proposed scope of work and pricing are as follows:

**Scope of Work**

- Power wash roof surface to remove all dirt and debris.
- Furnish and install new drains at 4 locations.
- Repair all areas required to create a weather tight application utilizing Tremco GeoGard Seam Sealer.
- Furnish & Install Tremco Alpha Guard Bio Base Coat with Perma-Fab Polyseter over existing roof deck.
- Furnish & install Tremco Alpha-guard Bio Top Coat roofing system with all flashings and terminations required by manufacturers specifications.
- Furnish a 20 year Tremco manufacturers warranty.

**Pricing**-----\$38,800.00

**Conditions and Exclusions**

- All applicable sales taxes are not included.
- Permits are not included.

Thank you for the opportunity to provide this information. If you have any questions or require any additional information please feel free to contact me.

Very Truly Yours,

**Thomas Green**

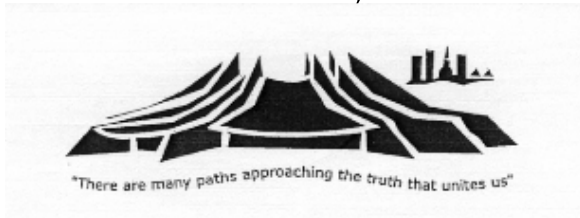
Estimator/Project Manager  
Eagle Rivet Roof Service Corp.

Tom/Unitarian Society of Hartford

*For all your roofing needs.*

*15 Britton Drive, Bloomfield, CT 06002 860-953-1231 fax 860-953-0619*

Unitarian Society of Hartford  
December 7, 2014



**Welcome Our New Member**

**Judy Sullivan**



Judy moved to CT from MA in 2013 and recently moved to Avon. She has a BA from Wilkes University and received her RN from Albany Medical Center School of Nursing. She is a past board member for United Way, former state representative for National Patient Advocacy Foundation Experience lobbying on state and federal level for healthcare issues, and past board member for PA Oncology Hematology Management Society. She has been a foster child care program volunteer mentor. She is currently a volunteer for Hospice at Hebrew Healthcare. Judy has five children and eight grandchildren in four states, and one small dog who thinks he is an only child. She loves participating in many USH activities - most recently dancing. Judy signed the membership book before the summer break, and will take part in the new member ceremony today.

## December 2017 Co-Ministers' Report

*2017-18 themes: Collaboration and Joy -- How might we embody these in all we do?*

### A few spiritual & programmatic notes:

December is always a month full of extra-special worship, which is both a joy and a lot of work:

- We kicked off the month with a **disability-focused worship service** with a guest speaker from our partners at Unified Theater and welcoming in a thoughtful, great crew of new members.
- **Music Sunday** – Sam's first Music Sunday was a wonderful service and a great thing to have under his belt, as it's a huge undertaking.
- **Festival of the Season** was a success in spite of the snow. It's also a big production that volunteers are glad to help with, but each year we struggle to recruit coordinator/s and it may not be sustainable – perhaps it's time to explore creative options.
- Our **Candlelight vespers service** was attended by 25 people this year—who left with hearts full and calm. This different kind of service in both form and time is something that I (RevCathy) would like to try doing this monthly throughout the year and am exploring that possibility with Sam (for music) and volunteers (for setup/takedown).
- **Our annual Solstice service, this year of “misrule” fun** is a different kind of solstice service that I hope goes well (since I write this before it happens), and has been a wonderful collaboration with Marye Gail Harrison (as well as Rayla and Worship Associate Lisa Galinski).
- **Two Christmas Eve services (10:30 and 4pm)** next week. Offering will go to the Ministers' Discretionary Fund.
- **Note:** the office will be mostly closed between Christmas and New Years and most staff will be taking a well-deserved rest. Revs are, as always, available by phone for emergencies. (We also had our annual December staff holiday party to appreciate our staff with a small gift to each and fun, festive fellowship).

### **Two things to note next month:**

Jan 14<sup>th</sup> worship will be another collaboration with Hartford Stage and their play Feeding the Dragon. The Revs will be out of town the last week of January for our every-3-years continuing education conference, Professional Development Institute – we'll be learning and worshipping with colleagues in warm Florida.

### **In progress:**

An unexpected possibility has emerged of a part-time **Intern Minister** for 2018-20. In consultation with colleagues we've learned that this is often how internships come about—somewhat randomly, based on the circumstances and timing of both the individual student minister and a congregation. We have had a couple students e-mail us with curiosity about being an intern during our time here in Hartford, but this is the first time that the student's interest, circumstances and timing have seemed to potentially dove-tail in ways that might make genuinely good sense with USH and our own (Revs) schedule, timing, needs, and thinking.



Mark Robel just turned 60 years old. He lives in New London and would continue living there; he has been an active member of that UU congregation for some years and was recommended to us by Rev. Carolyn Patierno, who also recommended him highly to us personally. He is and has been a pediatric nurse practitioner. His long-time dream has been to pursue part-time parish ministry in New England once their lives freed him up to do this (he & his husband just finished putting their son through college, etc). He will graduate from Union Theological Seminary (in NYC) in May 2018. He is currently doing field ed serving glbt elders in NYC. His learning goals (in a parish ministry internship) are:

--worship & preaching

--administration, Board & etc., understanding the "inner workings" of a congregation

--pastoral care

Mark has served on Worship Committee at New London UU and has taught RE. He is currently an Aspirant but will become a Candidate (in our Ministerial Formation process) in May 2018 once he completes his field ed work. He is imagining and the UUA part-time internship model is typically:

September - June for 2 years at 15 hours/week. The UUA's recommendation is \$850/month + travel expenses. I think many people will be at least interested, if not enthused, by the idea of USH being a Teaching Congregation again (it's possible that the last intern was Joanne Orlando? Regardless, it's been a long time) and by the idea of Mark himself being someone who could extend our ministerial capacity in some meaningful ways (for example, coordinating adult programs?) for the next two years. Heather had an enlivening conversation with him and can sense that working with him would prove energizing for the Revs and likely for others as well.

\*Here's the Internship Manual:

<https://www.uua.org/careers/ministers/becoming/internships/manual>

We would need to raise the interest, raise the money, and form an Internship Committee for Mark, among other things. For now we wanted to share with you these details so that you too can start thinking about how this might impact planning for next year.

Our **Sexually Safer Congregations team** is working to set a meeting time to finalize a policy proposal for you all (see last month's ministers' report for more background). Many thanks to Rick Tsukada and Virginia DeLima, who have decided to step down, and to Joan Nicoll-Senft, Barbara Fraher, and Rayla Mattson for staying on – everyone was asked initially for a 1 year commitment almost 2 years ago! We will also be asking the board to appoint 1-2 more members (including a board member) in the near future.

**Staffing:** RevCathy is scheduled to meet with the Human Resources SubCouncil (currently Greg Nickett and Ron Sexton) to begin work on a longer term staffing plan and process – both to address current stresses in our system and to bring us towards our strategic planning goals and dreams.

**The world “out there:”** We received 2 requests last week to open our building to hold sanctuary for 2 immigrants facing deportation (both have been in the paper). I

(RevCathy) declined both requests because sanctuary takes much preparation and a lot of work that we don't have the leaders for at this moment. While the decision was clear, it was a heavy reminder that all is not well in the world and our neighbors—immigrants, poor and working class folks, and so many more—are facing incredible hardship and danger. My heart aches for the world in which we live, and I pray that we may build our capacity to say “yes” to some of these struggles.

In positive news, we'll be hosting a gathering of 40 interfaith clergy leaders in January as part of a new formation seeking to do interfaith organizing to change policies based on deep relationship building—stay tuned for more!

#### Dashboard:

Date	Worship Attendance	RE	1st Time Visitors	Total Attendance	Notes	Total Offering
11/5	124	49	4	173		\$1,579
11/12	131	29	5	160	Special GNO: Black Lives of UU(BLUU)	\$4,675
11/19	111	n/a	2	111	multigen	\$1,743
11/26	99	n/a	9	99		\$1,577
Average this month:	116	39	5	136		\$2,394
TOTAL 2017:	116	24	7	140		\$2,056
TOTAL 2016:	111	35	8	146		not tracked

Number of current members: 206 + new

Our newest members are Wildaliz Bermudez & Ken Krayske, Doris Maldonado, Deb Hagen-Foley, Kate Marolda, Gloria and Gary Bent. Please seek out and get to know these newest members among us.

**With love and care,  
Revs Cathy & Heather**