

**All Souls Unitarian Universalist Church  
Board Minutes 11/21/2005**

The meeting was called to order at 7:30. Members present: President Gale Gucker , Treasurer Kathy Osuch and Members at Large Chester Kelley, Russ Pease, Tamila Shay and Claudia Harris. Also present: Minister Lyn Oglesby, Finance Officer Norma DeBrow and Congregant Cheryl Babers Hagar presenting.

No check in will be done during board meetings to conserve time.

Chester updated Don Crawley's commitment and desire to offer a proposal but informed the Board that he was injured and unable to attend the last meeting. Don will present to the board at the next meeting. There is no current danger; therefore, we will await his proposal.

Gale noted that Ruth Cowger made a significant donation that she earmarked for the entrance repairs.

**Russ moved to accept the minutes – Chester seconded - Motion carried.**

Board Person of the Day for December: 12/4 – Tamila; 12/11 – Russ; 12/18 – Kathy; 12/25 – Claudia.

Lyn will conduct Church service on Christmas Sunday. Chester will give the New Year's Sunday service.

Lyn will extinguish the chalice after services.

**REPORTS:**

**Finance:** Norma presented full budget report. Notices will be sent to people who have not fulfilled pledge contributions for 2005 and capital campaign pledges.

**Pledges:** Kathy reported \$93,135 from 54 pledge units – 52 still outstanding. Last year, we received a total of 83 pledge units. Continuing to call people who have not pledged for 2006. So far, it doesn't look like increases have been made but pledges have come in from seven new members.

Gale stated that Michael Avery said the finance committee needs more time to present a budget to the congregation for approval. **Kathy moved to schedule the congregational meeting for January 15<sup>th</sup> – Russ seconded – Motion carried.**

A special board meeting will be called to discuss the budget since there is not enough time to give it proper attention as scheduled. **Russ moved to extend fixed expense payment as monitored by Fiscal Assistant – Chester seconded – Motion carried.**

Lyn suggested a pulpit statement by committed members in support of pledge drive.

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Gale cautioned that committee budgets will tighten in 2006 and may not increase due to deficit. The finance committee will look at a budget with no increases. Budget will be drafted by next board meeting.

**Minister Report:** Lyn reports that job descriptions are complete. Discussed that overnight retreat should begin coordination. Recommended district consultant for 2007 pledge drive. Planned Adult Enrichment Program, including daytime activities for older persons who prefer not to travel at night.

**Personnel:** Russ stated that personnel are in harmony. His report offers specifics.

**Volunteer/Coordinator:** Welcome Claudia! No Christmas party is planned but a note will go in the newsletter about Progressive Dinner.

**Communication Committee:** Discussed the Forum advertisement and determined that it was not necessary to go through a graphics person for layout. The newspaper will take care of it.

**Interjections:**

Cheryl Babers Hagar presented on Spiritual Cinema with Unity Church. Indigo Evolution rental costs \$250 and does not have to be paid until after the showing. Charge is \$10.00 per person. **Chester moves to: 1) Co-sponsor the film presentation; 2) Give Cheryl and Susan authority to negotiate – Russ seconded.** Discussion followed with Tamila, Kathy and Chester expressing strong feelings for the showing to occur at All Souls versus the Unity Church if possible. **Motion carried.**

Chester made a statement of opinion for the record that this Board must allow this very talented staff to manage the matters in their cognizance. **Kathy moves that RE, Special Events and Fundraisers that do not involve unbudgeted expenses, be approved at the discretion of the minister and DRE, Lyn Oglesby and Susan Caldwell – Russ seconded – Motion carried.**

**Reports continued:**

**Building and Grounds:** Chester discussed Unity Church rental possibility. He provided an update that they are considering various location options for their Sunday Service.

Resolution to accept the city's counter-offer to purchase a swatch of land at Ellerbe Road belonging to All Souls, for the amount of \$3333.00. **Russ moves to accept resolution as read and appended to minutes to authorize Gale to execute the agreement – Seconded by Tamila - Motion carried.** The Board recognized the outstanding representation Chester provided All Souls in countering the initial offer of the city of Shreveport. His professionalism, dedication to the best interest of the church and timely sharing of information were invaluable to the negotiations.

Handicap parking painting is a priority for at least six spaces.

**Interjection:**

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Email procedures were addressed, discussed and reiterated. Voting issues are tallied by vote to Gale via phone then read into the minutes. This is a practical means of deciding issues that are too time sensitive to wait until the next board meeting. All members are in agreement that it is workable at this time. No motion necessary.

**Reports continued:**

**RE Report:** Written report provided for the record. Susan unable to attend due to other church business.

**Council Reports:** Council would like committees to be called Teams and chairs of the committees to be called Team Leaders. Lyn expounded concerns of committee that reflect some other churches' changes to their volunteer responsibility packaging.

**OLD BUSINESS:**

**Committee on Ministry** – Russ read Committee Report for the record. In summary:

- Defined purpose and structure with Minister as ex-officio and four members – two selected by the minister and two by the board.
- Quarterly Board reports; monthly meetings.
- Detailed the responsibilities as an advisory team.

**Russ moved to adopt the Committee on Ministry document – Chester seconded.** Lyn discussed procedural aspect of not including minister in meeting, which she strongly opposes. **Russ amended the motion by striking from the document the second paragraph of the Procedural Section which states that the committee can meet without the minister - Motion carried as amended.**

**NEW BUSINESS:**

**Russ moves to amend the bylaws to include the DRE as ex-officio to the Board – Tamila seconds – Motion carried.**

Gale discussed communication options for ensuring the transparency of Board Meetings. She recommended publishing the minutes with motions listed in bold for easy viewing, posting them on the Bulletin Board and putting them on the website. Major resolutions should be published in the Newsletter and any Executive Sessions should be listed to inform the congregation that they occurred.

Kathy will draft a newsletter article requesting volunteer hosts for the Christmas “Progressive Dinner.” A pulpit announcement will also be made.

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Gale and Lyn expressed their concern and commitment to making All Souls as accessible as possible, as quickly as possible to those who need accommodations. Discussed history of attempts to improve accessibility with a handicap ramp, etc.

**Russ moved to adjourn at 10:40 – Chester seconded** – those in favor rushed to the door – presumably the **motion carried**. No one was left to oppose.