

**Second Unitarian Church
2012 Annual Meeting
Sunday, May 20, 2012**

- I. **Invocation:** Rev. Adam Robersmith gave the invocation.
- II. **Call the meeting:** The annual business meeting of the Second Unitarian Church of Chicago was called to order at 12:09 pm by August Staas, Chair of the Board of Trustees.

The following items were presented to members in attendance:

- 2012 Annual Meeting DRAFT Agenda
- 2011 Annual Meeting DRAFT Minutes
- 2012 Nominating Committee Slate of Candidates
- 2012 Annual Reports to the Congregation:
 - Board Chair – August Staas
 - Minister – Rev. Adam Robersmith
 - Director of Programs – Gabrielle Montgomery
 - Business Manager – Chris Engler
 - Treasurer – Laura McKee
 - Building & Grounds: Kimberly Bares
 - Committee on Ministries – Marilyn Hebda
 - Council – Neal Shankman
 - Green Sanctuary – Libby Harvey-Hill
 - Hospitality – Nathan Miller & Ann Nelson
 - Lifespan Faith Development – Sue Dunmore
 - Membership – John Broome
 - Music – Nanna Cross
 - Religious Services – Linda Marquis
 - Social Justice – David Groves & Curtis Smith
 - Young Adult Ministry – Arcenia Harmon & Margaret Redlich
- 2012-2013 Draft Budget
- Notice of Proposed By-Laws Amendment

Certification of quorum: Andrea LeVasseur, Secretary of the Board of Trustees, certified that a quorum had been reached. A quorum required 49 members (25% of 196 members), and 72 members indicated their presence at the meeting.

Approval of the 2011 Annual Meeting minutes:

Liz Krumweide moved to approve the draft minutes of the May 15, 2011 annual meeting with corrections; Fran Simons seconded; the motion passed unanimously on a voice vote.

- III. **Awards:** Neal Shankman, Council Chair, presented the following awards:
- Sophia Lyon Fahs – Adelaide Myers
 - Rookie of the Year – Margaret Redlich

- Community Builder – Pat Zukosky and Kathy Koch
- Back Row – Gail Gallagher & Don MacGregor
- Social Justice – Seth Fisher, Crystal Gomez, Katherine Wolf
- Lifetime Achievement – Fran Simons
- Special Thank You – Gabrielle Montgomery

IV. **Chair's Report (Year-in-Review):** August Staas presented a brief overview of his report to the congregation (see attachment). August reported that the Ministerial Search Team did an amazing job finding our settled minister and the kitchen maintenance project was a success for our community.

V. **Finances:** Laura McKee presented an overview of the budget and shared the following:

- We are still waiting for some pledges to come in.
- We came in close to a \$14,000 deficit.
- We do have reserves to draw from as we transition staff expenses of having a full-time settled minister and from Gabrielle to Pam.
- We are asking for more aggressive fundraising.

Laura McKee moved to approve the proposed draft budget; Mark Sneathen seconded.

Budget Discussion:

- Lew Harding suggested putting a line in the budget to fund the Night Ministry. The congregation discussed.

The motion passed on a voice vote.

VI. **Nominations:** Dawn Kirshmann, Nominating Committee Chair, presented an overview of the Committee's work.

Board of Trustees

For the record, the existing members who were elected previously and will remain on the Board of Trustees:

- August Staas, Past-Chair (1 year remaining on 3-year progressive term)
- Berlinda Browne, Chair (2 years remaining on 3-year progressive term)
- Andrea LeVasseur, Secretary (1 year remaining on 2-year term)
- Jonathan Dunmore, Trustee (1 year remaining on 3-year term)
- Monica Drane, Trustee (2 years remaining on 3-year term)
- Melanie Bienemann, Trustee (1 year remaining on a 3-year term)

The slate of candidates for election to the Board of Trustees (term beginning July 1, 2012) was presented:

- Amy Markley, Chair-elect (3-year progressive term)
- Greg Redfeairn, Treasurer (2-year term)
- Laura Barnes, Council Chair (2-year term)

- PD Wadler, Trustee (3-year term)

Endowment Committee

The Endowment Committee members were presented. For the record, the following members were elected previously and will remain on the Committee:

- Larry Lefferts, Member (2 years remaining on 3-year term)
- Brent Phillips, Member (1 year remaining on a 3-year term)

The candidate for election to Endowment Committee (term beginning July 1, 2012) was presented:

- Dan Ashley, Member (3-year term)

Nominating Committee

The slate of candidates for election to the Nominating Committee (term beginning July 1, 2012) was presented:

- Judy Corbeille, Member (1-year term)
- Tom Kepler, Member (1-year term)
- Susan Richter, Member (1-year term)
- Hugh Visor, Member (1-year term)

Neal Shankman moved to accept the slate of candidates for election to the Board of Trustees, Endowment Committee, and Nominating Committee; Jen Duston seconded; the motion passed unanimously on a voice vote.

- VII. Proposed By-Laws Amendment:** August reported that the board recommended an amendment to the by-laws to receive special notices by email. The reason is to save money on printing and postage and to keep up with the times. Regular mail will still be sent to congregants without access to email.

Dan Ashley moved to approve the amendment; Liz Krumweide seconded.

Discussion:

The congregation discussed the specific wording of the amendment to reflect the procedure and method of communication. The final wording reads:

“Notice of the annual meeting or of any special meeting of the Church shall be sent to each member at least 15 days prior to such meeting either electronically to an email address designated by the member, or, if the member has not designated an email address, by United States mail to the member's address of record. A member's designated email address is the email address the member has on file with the Church. The Board shall adopt appropriate policies to provide for notice by United States mail where the member notifies the Church of a preference for United States mail, and in cases of email delivery failure.”

The motion passes on a unanimous voice vote.

VIII. Other New Business: August Staas called for any other new business to be presented.

- Susan Ziegler asked the Board to consider having a special award for youth members in light of their service to the church. August Staas suggested bringing it up to the Council, as they present the awards.

IX. Adjournment: The annual business meeting was adjourned at 1:25 pm.

Melissa Staas moved to adjourn the meeting; Jim Simonis seconded; the motion passed on a unanimous voice vote.

Respectfully Submitted,
Andrea LeVasseur
Secretary, Board of Trustees
Second Unitarian Church

Board of Trustees Report: August Staas, Chair

This has been an unusually eventful year. So many members of our beautiful congregation contributed so much that recognizing them by name would mean this report would become completely unwieldy. I will therefore try to stick to a few factual highlights. Please remember that behind each fact lies an abundance of work given in joy and love by members of your community.

The central project that dominated the year was the calling of our consulting minister, the Reverend Adam Robersmith, as the seventh settled minister of our congregation since 1904. In July, the Board appointed a Ministerial Search Committee (MSC). The MSC developed and conducted a survey of the congregation, and held several “cottage meetings” and town hall meetings to understand the needs of the congregation. The MSC then created a Congregational Record, setting forth our congregation’s situation, and our vision of the ideal relationship between our specific congregation and our future minister. The MSC interviewed the Reverend Adam Robersmith as an “internal candidate” to ensure a good fit. The MSC recommended the congregation call Adam as our settled minister, and the Board appointed a negotiating team to develop an agreement with the ministerial candidate. This process of reflection and discernment was conducted in a remarkably compressed time, yet was done thoroughly in an atmosphere of love and joy.

The Board called then called a special meeting of the congregation, which was held on October 30, 2011, at which the congregation voted overwhelmingly to call Adam as our settled minister with great rejoicing.

In November, we held a wonderful Fall Feast which underscored the Fun in Fundraiser. And the Fall Feast was just the beginning of the fun. At the Fall Feast, members, friends, and guests signed up for various events held during the year, including a karaoke party, a hootenanny, movie nights, pizza party, swim party, a painting and drawing club, an Indian feast, wine-tasting, winery tour, Scrabble-rama, and even Salsa lessons. To me, the best feature of this was the opportunity to learn from the interests and talents of the various members of our community.

In January, our kitchen was closed for much-needed maintenance and remodeling. By March, we had a beautiful new facility, with new floors, new walls, a refurbished stove, and new appliances (including a coffee-maker that cleans itself, and a magical dishwasher that cleans the cups from coffee hour in mere seconds).

The newly-remodeled kitchen was ready for the grand event of the year: the formal installation of the Reverend Adam Robersmith as our settled minister on April 22, 2012. This event was graceful, dignified, and solemn, yet filled with joy – much in keeping with the character of Adam himself.

The installation ceremony completed the process that began in December 2009. Adam initially came to us to fill in at our Sunday morning services for a few weeks, while we looked for someone to fill in more regularly until we found an interim minister. Within a few weeks, the congregation asked Adam to stay on as a half-time consulting minister, taking on the full range

of ministerial responsibilities on a half-time basis. A few months later, we asked Adam to stay on for a full year on a 3/4-time basis. A few months after that, we decided to dispense with the quest for an interim minister, and we asked Adam to stand as a candidate for the position of full-time settled minister.

During our time of transition, Gabrielle Montgomery has been the Renaissance woman for our congregation, taking care of everything in every area, in good spirits, while making it all look easy. She's worked endless hours first to keep the congregation alive, then to help it thrive, all at the very nominal recompense that's typical of small churches. Now, confident that we're in good hands with Adam firmly installed, she's listened to the call of family responsibility and accepted a position that will provide her with more reasonable compensation for her remarkable talents. We'll miss her as our Director of Programs, but will welcome her rejoining us as a member of the congregation. We wish Gabrielle all success in her new position, as we welcome Pam Rumancik as half-time Acting Programs Coordinator.

Thanks to the generosity and commitment of our members and friends, we expect to fall within our budget for this year. This achievement is particularly noteworthy considering that we have taken on the commitment to increase Adam's role from 3/4 time to full time, and considering that many in our congregation continue to suffer from the difficult economic climate. The staff has worked tirelessly to keep our expenses down and we all owe them thanks.

In the coming year, we look forward to improving our processes for welcoming visitors, for integrating new members into our community, and strengthening the bonds of our beautiful community.

I thank you all for the opportunity to serve as your Board Chair.