

Marquette Unitarian Universalist Congregation

Board of Trustees Minutes, Tuesday, 6-18-24 6:00 PM

Via Zoom

1. Called to order at 6:06 pm by Susan Urban
Attending: Susan Urban, Jill Malin, Martin Steindler, and Andrea Stader
Absent: None
Others Attending: none
2. Opening words and Chalice Lighting by Susan Urban
3. Open Forum: None
4. Approval of Agenda: Moved by Andrea Stader, seconded by Jill Main. Motion approved.
5. Approval of 5-21-24 of BOT Meeting minutes. Moved by Susan Urban, seconded by Martin Steindler. Motion approved.
6. Approval of 6-4-24 budget meeting minutes: Moved by Jill Malin, seconded by Martin Steindler. Motion approved
 - a. Treasurer's Report given by Jill Malin
Credits, Debits, and Balances for December
Incoming: \$1216.88. Outgoing: \$550.29
Balances: \$2559.04Checking
Jill reported the MUUC has an accumulated balance of \$386,054.71 that is invested in CD's. Jill also secured a safety deposit box for the year at \$45.00
 - b. Approval of Treasurer's Report: Susan Urban made a motion to approve, seconded by Andrea Stader. Motion unanimously approved.

7. Old Business:

- a. The surety bond is still being checked on. Martin said he would contact Vast Insurance in Marquette to see about securing a surety bond for the MUUC.
- b. Susan continues to review and update the Website adding the approved BOT minutes meeting and newest Treasurer's Report. Susan also adds basic updates to events and upcoming Worship sessions.
 - c. The next regular Monthly BOT meeting will be July 16, 2024 at 6:00 pm EST via Zoom.
 - d. Service Schedule/Events and comments:
 - i. July 7, 2024 no Sunday Service because of the Holiday weekend.
 - ii. July 14. 2024 Triangle Service with Petoskey and Bay de Noc.
 - iii. Reverend Denise Tracy will continue to preach for us on the following dates this year: July 28th, and August 4th.
 - e. The Triple Congregation Retreat will take place on the Weekend of September 20-22 at Garden Grove Retreat.

8. New Business

- a. Budgeting for New Costs. Susan proposed that we hire an Office Administrator for the duties of the newsletter, update the webpage, respond to inquiries, monitor emails, be available

on Sundays, put together an order of service, act as a liaison with presenters, do publicity through the internet and other materials such as flyers, and help put together a membership campaign.

b. Jill Malin and Tim Vanderveen will host a MUUC table at the Fall Fest the last week in August. A picnic on Labor Day Weekend will take place and invites will be handed out at the table

c. Jill Malin will book an in person meeting at the Women's Federation Club once a month on Sunday and an evening for Social Action meeting once a month. The first in person service for the 2024-2025 church fiscal year will take place on September 29th.

d. A Special Budget Meeting was held on Tuesday, June 4th. The committee will have the charge of preparing and putting together a budget that suits the Congregations needs.

e. Martin Steindler moved that the MUUC BOT may employ a Congregational Administrator after defining explicit duties and terms of such employee and having interviewed such candidate; seconded by Susan Urban. The motion passed unanimously.

f. The job description/administrator is complete and it was suggested it be posted in Indeed, Zip Recruiter, and a link on the MUUC Website.

A motion to adjourn the June 18th meeting was made by Martin Steindler; seconded by made a motion. The meeting adjourned at 7:10pm.

Respectfully Submitted,

Andrea Stader