

Minutes of Meeting of Board of Trustees of  
Westside Unitarian Universalist Congregation

April 11, 2012

The meeting was held in the Fireside Room of the Congregation's church building at 7141 California Avenue SW, Seattle, Washington, and was called to order by President Jill Fleming at 7:05 p.m. with chalice lighting by Treasurer Melissa Lang and Wayne Fulkerson in our thoughts.

Present were President Jill Fleming, Vice President Jill Jackson, Secretary Karin Cumming, Treasurer Melissa Lang, and Trustees Candace Sullivan and Cliff Houlihan and Michael Armstrong.

The minutes of the March 14, 2012 Board Meeting, as revised by Melissa and Jill F., had been distributed and upon motion made and seconded, the minutes were approved as submitted with those revisions.

Treasurer's Report

Melissa had distributed the March and April to-date 2012 income, expense and budget reports. She noted that the target percent of budget in the March report is 83% and general fund income is 78% because building fund income has not been moved in, resulting a deficit of \$18,567. Upon motion duly made and seconded, the Treasurer's report was accepted unanimously.

Strategic Plan

Jill J. confirmed that notice was sent and received regarding World Cafe on April 21 and that her committee members are Laura Pierce, Michael Cox, Alice Britt, Arline Borella and Steve Bennett, with others facilitating. She reported that there will be house meetings and we need to set the date of a meeting with the Board to review the draft, which was set for 7:00 p.m. on May 23rd. Although it is likely that the Plan was previously and will this time be presented to the congregation as a whole for acceptance, Jill suggested that as we get larger, we may consider having the Board adopt such plans. After review and revision by the Board, circulation of the draft to the congregation and allowing a comment period, the congregational vote will most likely occur in November.

Music Director Report

The Board received a report from Bert Gulhaugen confirming that he had successfully completed the first year of the UUMN Music Leader Credentialing Program, a copy of which is attached to these minutes, together with a memorandum from his sponsor, Ruth Herman-Dunn, providing feedback in that regard.

DRE Search

Two members of the DRE search committee arrived and the meeting went into executive session. Upon motion duly made and seconded, it was unanimously agreed to authorize Rev. Peg to negotiate salary with the proposed candidate within the range previously approved.

### Nominating Committee

Viv Monahan arrived at 8:30 p.m. to present the report of the Nominating Committee, a copy of which is attached to these minutes.

### UU Connects

Karin reported that no committee reports had been submitted to her since the last board meeting.

Paula vanHaagen is dealing with the GA Youth Scholarship discussed at the prior board meeting (but will be letting go of eScrip program).

Rev. Peg is placing announcements in eNews regarding volunteer openings and needs.

Candace reported that Jeanette Jacobson is back from Bali and will get back to work on job and committee descriptions and checklists.

Noting that some people do not want their photo on the web site, it was reported that to the extent Creighton DePew has scheduled pictures to be taken for a photo directory, it will be reproduced and sold for cost (\$10).

### Open Marriage Equality

The first planning meeting is scheduled after Sunday service on April 29.

### Minister's Report

Rev. Peg Morgan had distributed to the Board a report dated May 7, 2012, a copy of which is attached to these minutes.

### Adjournment

The meeting adjourned at 9:00 p.m.

Minutes recorded by Karin Cumming, Secretary

Dear Westside UU Board,

I am happy to report that I have successfully completed the first year of the UUMN Music Leadership Credentialing Program. The MLCP is a three year course of study designed to help participants evaluate and develop music skills, gain an understanding of available resources, develop a deeper understanding of UU heritage and values and evaluate and improve leadership and interpersonal skills. As described on the UUA web site:

The Music Leadership Credentialing Program (MLCP) is a unique, three-year program that:

- Summons music leaders to their calling of music ministry,
- Enriches their service to Unitarian Universalist congregations, and
- Enhances their professional perspective and skills.

Two courses and a Professional Development Day seminar are held two days before and during the summer UUMN Conference each year after which we are given post class assignments with various due dates throughout the following year. Last summer's courses were:

**Ethics and Care** taught by Rev's Mary Katherine Morn and Jason Shelton for which I wrote an 8 page paper on my understanding of course material.

**Tools and Techniques for Leading a Successful Choral Rehearsal** for which I submitted 2 video recordings of Chorale rehearsals and various written assignments.

**Reclaiming Unitarian Universalism's "Lyric Theology,"** the Professional Development seminar led by Rev. Robert Hardies for which I wrote a 10 page paper sharing my understanding of the "gospel" of Unitarian Universalism; my personal theology.

This summer's courses will be "Leadership of Congregational Singing," "Rhythm, Pitch and Timbre (Multicultural Competency)," and "Musician as Religious Elder" which is the Professional Development Day seminar with Rev. Susan Smith.

Along with the course work I am expected to attend at least 3 denominational gatherings, complete a community service project related to my music ministry and compile a portfolio of material from the entire program. I have been assigned an advisor with whom I am required to talk every other month and who submits evaluations to the MLCP Committee; together with my "Triad," made up of me, my advisor and local sponsor, Ruth Herman-Dunn, I arrange bi-annual meetings during which we discuss goals for the coming year, review work that has been done, talk about my progress and cover other issues that may arise. At the end of each year I receive an evaluation from the MLCP Committee.

It has been a privilege for me to serve as WSUU's Music Director/Choir Director for the past two years and I am grateful for the tremendous personal, professional and financial support I have received from the congregation. I feel that this program presents not only an opportunity for my personal professional and spiritual growth but also a way of giving back to WSUU by giving me the tools that are helping me become a more effective leader of our music ministry.

Bert Gulhaugen

April 5, 2012

WSUU Board of Trustees

Re: Bert Gulhaugen, UUMN Credentialing Program

Dear WSUU Board,

As you are all aware, Bert is in his first full year of the Unitarian Universalist Musicians Network (UUMN) credentialing program, a three-year process which will credential him as a UU Music Leader. As required, Bert works with a team which includes an advisor (designated by the credentialing program), and a sponsor (myself) who is a congregant familiar with Bert's activities as music director. As Bert's sponsor, it is my role to provide feedback to both the congregation and UUMN about my observations as they relate to his experience with the credentialing program and also to serve as an advocate as needed.

Bert clearly brought a wealth of skills and experience to the task of WSUU's Music Director. Even with all his vast experience, Bert was eager to embark upon the demanding task of credentialing himself with UUMN. Unitarian Universalism was new to Bert when he was hired and he quickly committed to providing not only his musical expertise but also to learning about and becoming a leader in the UU spiritual realm as well. To this end, the following are just a few positive changes Bert has incorporated into rehearsals based on his UUMN experience:

- Firm boundaries around start times to show respect for those singers present.
- Singing "Meditation on Breathing" and lighting the Chalice as a weekly ritual to focus singers in on the night's work.
- Weekly spiritual readings chosen by a volunteer.
- Meeting with Bert at 10:25 to center and prepare spiritually for our contribution to the service.

The above practices enrich and remind us the importance of sharing our music with all who come through our door. Under Bert's guidance, WSUU's music imbues joy and meaning to the worship experience that words alone cannot.

Bert's coursework enables him to share with us historical and contextual information about the music we sing and the significance any given piece holds for UUs. This summer Bert will attend a week-long conducting workshop which will further his ability to bring out the absolute best in us vocally.

Chorale is growing all the time—both in number (36) and also skill as evidenced by the increasingly complex and rich music we're now singing. The number of instrumental musicians is growing as well.

Bert is an extraordinarily valuable resource for Westside, both in his contribution to weekly worship as well as in his ability to attract new members. Bert consistently

manages to create a joyful experience while simultaneously promoting excellence. It's gratifying that our congregation has supported Bert in the ways we have to date. I hope and trust that WSUU will continue to see the wisdom and reward in doing so.

Gratefully,

Ruth Herman-Dunn

WESTSIDE UU NOMINATING COMMITTEE

Report to the Board of Trustees

April 11, 2012

As of this date the Nominating Committee is pleased to report that we have filled the slate for all 7 Board positions, 2 of 3 Endowment Committee positions and 2 of 3 Nominating Committee positions:

For BOARD OF TRUSTEES:

Jill Fleming, President

Susan Mackey, Vice President

Matt Aspin, Treasurer

Karin Cumming, Secretary

Joe Rettenmaier, Trustee (2 years)

Candy Sullivan, Trustee (2<sup>nd</sup> of two year term)

Eric Winiecki, Trustee ( Past President Position, one year)

For ENDOWMENT COMMITTEE:

Mel Warn (2<sup>nd</sup> of two year term)

Gary Gertig (2 years)

unfilled as yet (Complete Matt Aspin's 2<sup>nd</sup> year)

For NOMINATING COMMITTEE:

Lisa Maynard, Chair

Liz Bucklew

Unfilled as yet

Respectfully Submitted,

2012 NOMINATING COMMITTEE

Mike Cox, Chair

Lisa Maynard

Viveca Monahan

Minister's Report  
Rev. Peg Morgan  
May 7, 2012

Things are pretty calm right now...I have a strong sense that the congregation is deepening its ability to handle all that comes our way, both joys and challenges. Here are a few thoughts for the good of the order!

Programs and Services:

Viv Monahan and I are actively planning our Pastoral Listeners Program, for which we will selectively invite a few members to be trained and serve as good listeners for our people. Selection will be based upon their natural listening skills as observed by us or other members' recommendations, and various types of diversity...age, gender, etc. This is an area of expertise I have from my theological school master's project and my ministry at University Unitarian.

I'm officiating a gay wedding non members, on May 19<sup>th</sup>...the guys said an enthusiastic YES to our taking their picture with me and posting on website and otherwise using for publicity that we are open to same gender weddings. They are really terrific guys. I'm having a lot of fun with them.

The Pastoral Care Team is up and running. The members are taking turns, one week at a time, to take responsibility for someone needing hands on care, like an emergency ride to doctor, or to plan for more on-going help with meals etc. such as the case with Jennifer Slakin needing help when her husband has surgery tomorrow...When the need is going to be for a while, we appoint a Care Coordinator. Laura Ehret is their Care Coordinator. Jami Kimble is mine which has been wonderful having some meals twice a week delivered to church. I have been moving from church, to doctors, to Wayne's rehab, to church, to...and not thinking about food has been really helpful. Members of the Pastoral Care Team are April Kristjansson, Marissa Ohoyo, Dejon Shegrud, Laura Ehret, Steve Graves, Viv Monahan, Mark Newton and myself. Others may be serving as Care Coordinators but not on the planning oversight team. We are doing good work.

Pulpit Exchange and Guests. I very much enjoyed my pulpit exchange with the Marysville minister, Bruce Davis. This coming Sunday Rev. Joan Montagnes offered to fill our pulpit so I could have the weekend to recuperate after surgery. Very kind of her. Her topic sounds great!

Women of Wisdom and Spiritual Study Group. These two groups continue. In the Women group we are sharing each month about a different decade of our lives. In the Spiritual Study group we are learning from the wisdom of Buddhist nun Pema Chodron. I purchased some DVD's of her retreat talks which we are watching and reflecting on.

Administration:

Our bookkeeper continues to be an absolute gem. What a relief to have her! We are learning the new Donations module (upgraded from Contributions module), which has a lot of power...upgrade free with our annual fee to them for technical support.

I'm planning on Laurie Radin, our other gem, to put the children's program info in the Church Windows visitor and membership database. This will allow for better integration of information coming from various sources, and will save our program staff (Natalie Briscoe) the time. I'll work on that integration in June...collaborating with whoever is our summer RE coordinator.

Parking Near Parking lot entrance. The big van that parks all the time right next to the entrance to our parking lot is a real hazard. The Preschool has asked us to see if we could get the yellow line extended and I heartily agree. Any thoughts on this? We may just call the City to inquire. If anyone wants to take this on, feel free.