**Board minutes**

**Thursday June 18, 2015**

**Conference Call**

**Approved Sunday, July 26, 2015. Temenos Retreat Center, West Chester, PA**

**Board Members Present**

Dennis Wellnitz (Vice President, Acting President), Paul Pinson (Treasurer), Carla Johnson (Secretary), Nancy Janssen (At Large), Rev Keith Coheen (At Large), Rev David Pyle, Justis Tuia (At Large); Christian Hartranft (At Large), Madelyn Campbell (At Large), Susan Bennett (At Large)

**Absent**:

None

**Agenda**

* Check-in
* Opening Words
* Consent Agenda
* Reports
	+ Treasurer's Report
	+ District Executive's Report
* Discussion of Staffing Memorandum of Understanding between JPD Board and the UUA
* New Business
* Closing Words

**Motions and Decisions**

**Staffing Memorandum of Understanding between JPD Board and the UUA**

Decision to accept the MoU as a draft, adding a friendly amendment regarding maintenance of staffing levels

**Meeting Notes**

**Opening Words - Madelyn**

**Consent Agenda**

**Nothing on the consent agenda**

**Reports**

**Treasurer's Report**

* See attached Treasurer’s Report
* Starting next fiscal year with significant need to build reserves
* Fair share dues reflects austerity budget and not pledged amounts. Hope to come in above fair share from the austerity budget.
* How long will we have dual budgets – CERG and JPD? It depends on the regionalization decision.
	+ Moving staff to UUA staff, we can control when we send the salary payments to the UUA.
	+ Votes for regionalization will hopefully be scheduled for District Assembly Spring 2016
	+ Budgets have been normalized between 4 districts so that content looks similar
	+ Maintaining in district budget for now – program monies, money to support board, money to support JPD office.
	+ Program money that used to come into the JPD budget, is now in the CERG budget. For example the OWL program budget. Rev David Pyle and Cristina Sanchis manage both the JPD and CERG budgets.
* Rev David is less concerned for the coming year than for the current year.
	+ 2 program commitments were made for last year that were not budgeted: adjunct staff members for quarter to half time, and the cluster coordinator positions. Approx $19,000.

**District Executive's Report**

* See attached DE report
* Not everyone that wanted a part-time minister was able to find one. Likely seeing a new trend. More ministers retiring this year, and more ministers choosing to leave ministry rather than work part time.
* Changing JPD staff reimbursement system. Not currently planning to change reimbursement process for volunteers.
* All staff transitioning on July 1 to be UUA staff
* Confident in the budget numbers for next year. Some of the congregations that did not think they would be able to budget for fair share dues are able to do so
	+ David will be bringing a few different budgets for review during the year. In case the budget needs to be adjusted
* Three new candidates for CERG staff.
	+ Full time primary contact. Starting on Aug 17. CERG has never on-boarded a primary contact.
	+ Youth and young adult program specialist – Eastern side of region. Full time.
	+ Metro New York area – half time primary contact and half time congregational ministry. (Bi-vocational)

**Discussion of Staffing Memorandum of Understanding between JPD Board and the UUA**

* Question about transfer of funds from JPD to CERG and under control of the regional lead
	+ What recourse does the JPD have if there is a perception that the funds are not being appropriately allocated?
	+ Have option of moving money in and out of line item of JPD budget as a remediation
	+ Board can direct David as DE to provide a certain level of service – through the Ends.
* Agreement has the CERG staff responsible for the JPD Ends
* CERG website has the list of program and primary contact assignments
* Must be one primary contact for every 25-30 congregations
* Suggestion to add language for keeping equity for congregational support to JPD congregations – one primary contact/program manager for each 25-30 congregations in the district. Minimal standard of service for JPD congregations for the MUA, while giving CERG staff flexibility in assignments.
	+ Friendly amendment to the MUA. (In green highlights)
	+ 
* **David will update the document to give to Dennis to give to the Rev Scott Tayler**
* **Does anyone have any objections to the document in any way?**
	+ **Role call for any objections**
	+ **Acceptable to us in its current form as a draft.**
* **Likely that it will be signed at GA**

**New Business**

* Need recommendations for chair for Finance and Audit committee.
* What is latest on vacancy on JPD board?
	+ Still looking for candidate. Mostly looking in northern reaches of district.
* Rev David is looking for guidance – Greater Philadelphia Religious Leaders council of ministers
	+ Would they be representing the JPD district or an agent of the DE?
	+ Should it be a member of the Priestley-Kingsberry ministerium?
	+ Board members to think about it for further discussion at the July retreat.
* Retreat starts on Friday at 2 pm. Goes until 3 pm on Sunday. July 24-26.
	+ Information will be sent about the Temenos retreat center
	+ Games and adult beverages provided Bring others to share.
	+ Hiking shoes and bug repellant if needed.

**Closing Words**

**Meeting Notes**

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| **Follow up Tasks** |  |  |
| Task | Owner | Date restrictions |
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| **Meeting Documents** |  |
| District executive report |  |
| Treasurer’s report – May month-end |  |

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| **Future Meeting Schedule for Year** |  |  |
| Meeting Purpose | Date | Location |
| Transition team meetings (Paul and Dennis) | Second Thursday of month |  |
| Exec committee | Mar 5, 2014. 7:30 pm |  |
| Full board – conf call | Mar 19, 7:30 pm |  |
| Exec committeeDennis/Pau to leave for transition team at 7:30 | Apr 9, 2014. 7 pm |  |
| District Assembly | Apr 10-12, 2015 | Harrisburg, PA – tentative |
| Exec committee | May 7, 2014. 7:30 pm |  |
| Full board – conf call | May 21, 7:30 pm |  |
| Exec committee | June 4, 2014. 7:30 pm |  |
| Full board – conf call | June 18, 7:30 pm |  |
| General Assembly  | June 24-28, 2015 | Portland, OR |
| Exec committeeDennis/Paul to leave for transition team at 7:30 | July 9, 2014. 7 pm |  |
| Board retreat | July 24-26, 2015 | Temenos |

Meeting adjourned 9:15 pm

Respectfully submitted,

Carla Johnson, JPD Board Secretary