

# UUCS Board

## Minutes of Meeting September 10, 2015

Present: LJ Frederickson (Chair), Jeff Geissler (Vice Chair), Barry Halgrimson (Ex-chair), Rick Davis (Minister), Tom Lancefield (Director), John Prohodsky (Director), Paul Parmley (Director), Stefanie Jernstedt (Director), David Jeffers (Director), Lorna Youngs (Treasurer)

Absent: George Struble (Secretary), Elenie Smith (Director)

Visitors: Danna Parmley, Angela Gross, Samantha Scales, Jo Nathan, Lynn Cardiff

The meeting was called to order by LJ Frederickson at 6:00 p.m. Chalice lighting words by Rick Davis.

LJ will send an email to the board with the results of the e-mail vote of approval of the August Meeting Minutes.

LJ asked if everyone had reviewed the latest Facilities Key policy. Several board members don't recall receiving the latest update, from July. LJ will resend the most recent version for board review. Any changes/edits that any board member has should go to LJ who will compile them and send them to Carol for possible incorporation into the document. If no changes are received by LJ in a timely manner, it will be assumed that the board approves of the policy as written. Tom, a member of the Facilities Team, suggested that the Facilities Team would like board approval for the policy.

LJ requested that the board approve asking the Nominating Committee to find someone for the Fellowship Committee Chair. No objection was made by the board. Barry will send the description of the Fellowship Committee Chair position to the board, for board review. LJ will request the Nominating Committee to fill this open position. Rick and Barry have additional information that will be helpful to whoever fills this position.

LJ requested that the board approve asking the Nominating Committee to find someone for the Fundraising Committee Chair. Mark Kendall and Diana Bodtker are current members of the Fundraising Group that falls under the Finance Team. Discussion ensued on if fundraising should now be its own team since our budget has become more dependent on those fundraising dollars. The Finance Team may not have the resources/time to do the necessary fundraising. It was discussed and generally agreed upon that the Fellowship Committee Chair will also take responsibility for raising the budgeted fundraising dollars.

A board/leadership retreat was suggested and would include developing a plan for moving our congregation from Pastoral to Programmatic. Rick suggested we could spend some time at the retreat to determine what we already do that is Programmatic, as we have been in this process of changing for several years, and then focus on a plan for moving the areas that are still Pastoral to Programmatic. David outlined the difference between the two program shift books (*Moving On from Church Folly Lane* by Rev. Robert T. Latham and *Raising the Roof* by Alice Mann) and

recommend that everyone read both books. The board all agreed to read both books prior to the retreat.

The board all agreed to the board/leadership retreat. The retreat will be November 14th from 9am to 3pm at UUCS. LJ and Jeff G. will invite the leadership, which generally includes committee chairs and Team Council attendees. The leadership goals and staff goals should be turned in prior to the retreat, so we can discuss them at the retreat in relation to our push to continue moving to Programmatic. LJ and Jeff G. will also work with the leadership to make them aware of the two program shift books and encourage them to read one or both books. Barry suggested we have someone do a short, 20 minute, review of each of the books at the retreat to bring us all on the same page. David J. will develop any pre-retreat requirements and distribute them to the board and the leadership.

Angela Gross distributed a list of the yearly budget and attendance for the past 12 years that UUCS reported to the UUA. Angela will forward a copy of this to Lorna who was phone conferenced into the meeting. Angela feels that it is important that we act like a Programmatic congregation and would like the teams to have more direction in how to achieve being Programmatic.

The document Angela distributed generated a discussion on how our attendance numbers are calculated. Samantha and LJ will discuss how to count attendance to be sure counts are accurate. John suggested that the process of tracking attendance be documented. Samantha and LJ will ask membership to develop the procedure, if one does not exist.

At the request of the board, Jo Nathan was here to discuss staff compensation. Since Jo's discussion did not make it to our agenda, she spent a small amount of time giving us an overview and will return to do the full presentation. Jo recommended that we explore offering medical insurance again this year. When Jo returns, she will bring an apples-to-apples comparison which will include all benefits, salaries and compensation, plus local comparisons.

Regarding the DRE Report, LJ mentioned that she would like to see parents work with Christi in developing the RE program.

LJ asked Rick to speak to the creation of an Executive Committee (EC). The EC is being created in lieu of having an actual paid Executive Administrator. The EC would be comprised of board members and staff and meet monthly. The EC would focus on the day-to-day decisions, allowing the board to focus on the bigger picture. Having staff and board members, decisions could be made more efficiently.

The board is in agreement to enact the EC as defined by the bylaws. This group is empowered to make decisions for the board that don't require a full board approval.

It was suggested that the board have a social event for the board members to bring the group together. The board agreed that an offsite dinner on November 13<sup>th</sup> would work well to help with this and be a great kick-off to the retreat. Stephanie offered her house which was accepted

graciously by the board. Stephanie will communicate the time and details of the dinner to the board.

A discussion began about having the board members be more visible to the congregation. Membership asked that the board, by their choice, volunteer to engage in membership activities like greeting.

The board agreed that a board installation/recognition is important to some of the congregation and will be done after the November retreat this year. It is recommended to future boards that this be done annually on the second Sunday in September.

Founder's Day services will acknowledge Barbara Hanneman and Roger Gillette and our history.

The meeting adjourned at 8:08 p.m.

The next Board meeting will be Thursday, October 8, at 6:00 p.m.

Respectfully,

Paul Parmley