

UUCS Board Executive Committee Meeting
August 21, 2019

Attending:

Christine Ertl
Benjahmin Boschee
Beth Anne Huffine
Robin LaMonte
Rick Davis

The meeting was called to order at 5:40, chalice was lit

Executive Session Procedures

Normally we don't take minutes; confidential, private, we aren't supposed to talk with others outside those present.

Not having anything recorded in the minutes is a liability.

We rely on people's memory, things aren't documented.

It was suggested we should have decisions recorded in detail somewhere so we have record to refer back to.

Does UUA have any direction regarding this (web site? Staff we can consult?) such as the best procedure for keeping track of executive sessions. Rick mentioned that there are forums for discussion that one could put out a question and get responses from others who might be more knowledgeable.

Minister is the supervisor of staff. Board has the power to hire and fire.

Suggested we have a human resources professional come in and do a presentation for the board. Online trainings would be another option.

Need to get information and develop a policy.

Benjahmin will see if Craig can recommend some resources for this.

Retreat schedule for next week

Monday August 26 at 5:30 pm

Agenda will include the following:

Finance team will give a general overview of finances - budget, state of the finances.

Lorna will be sending out (or sending to Beth Anne to send out) some information for board to look over ahead of time.

Discussion of recent personnel issues

Policy on meeting scheduling (teams scheduling building use, meeting location, Skype meetings?)

Congregational survey

Strengths survey

Personnel issues

We discussed several personnel issues which have come to our attention recently.

Budget Spreadsheet

Robin presented a redesign of the “Treasurer Report Snapshot” and it was discussed. The treasurer’s report is more of an accounting report and the goal with the budget spreadsheet is to give a more straightforward budget report.

It was suggested that part of Finance Team presentation might include information about the endowment fund and how we might inform members more effectively. Mentioned life insurance program that some churches/congregations use for raising funds. **Suggested we dedicate a retreat to this topic.**

7:48 pm adjourned