

Monday January 13, 2020

UUCS Board of Directors Meeting Minutes - Approved by the Board on February 10, 2020

### Attending

Lynn Cardiff  
John Prohodsky  
Jack Tally  
Steve Ovens  
Robin LaMonte  
Janet Stevens  
Christine Ertl  
Beth Anne Huffine  
Rick Davis  
Craig Rowland  
George Struble  
Susan Farris-Gosser (will be coordinating Team Council meetings)

The meeting was called to order at 5:40 p.m.

Chalice Lighting and centering thought shared by Janet.

### Information Items

**Strategic Plan Team report for CHR** – Craig presented this. Highlights he emphasized included the need to work on training for staff, open door staff meetings have been very successful the plan to start having a designated volunteer and staff rotate staffing the Resource Room on Sundays. Several commented that this Strategic Plan Team Report is a good example of what is being looked for.

**Team Council facilitator** – Susan has agreed to help with this. Specifically, she will be working with teams to develop their Strategic Plan Reports. Susan helped write the Strategic Plan.

**Pledge Drive Liaison** – Rick discussed the approach they are taking to the Annual Congregation Appreciation Dinner (February 8<sup>th</sup>) and inviting members and monitoring RSVPs. He is working on this with the staff. He would like the Board to help with calling members who don't give an RSVP. Pledge drive – February 23<sup>rd</sup> will be kick-off. After this there will be some calling to do and they would like the Board to help with this (others beside members of the Board will help making calls as well).

George mentioned that there is a group planning an Endowment and planned giving drive in the Fall.

### Housekeeping

New Agenda Items

Thank you notes Compassionate Mind Sanga for setting Christmas Eve service refreshments. Tom Lancefield and John Davenport for cleaning out the parking lot catch basins.

## **Board Action**

**DLRE Position Description** - Discussion about the work that went into the description and some of the changes that were made to this position. Also discussed the overall staffing of RE. Several members suggested that the RE Team Liaison work with the RE team on recommending a staffing structure within the budget constraints of the existing staffing structure.

*Janet moved and it was seconded that the Board approve the DLRE position Description. The motion passed unanimously.*

Board discussed the "Recommendations to the UUCS Board of Directors RE: Hiring Director of Lifespan Religious Education and RE Proposal" submitted by Craig with the additional clarification that the application materials need to be submitted by internal candidates along with their job share proposal.

**Olcott donation** -The Board joyfully acknowledged this bequest. The money was given to the congregation for the music program. It was proposed that there be a reserve fund from which expenses would need to be approved by the Board. Concern was expressed about the amount of money being assigned to one program and the point made that the music program is also affected by the facilities. There are some things that would benefit the entire congregation that are music related (such as improvements to the sanctuary). Another suggestion was made that the bequest be put into the endowment and that the income from that be used for music. (This \$44,000 would put us over the \$100,000 cut off for being able to use the income from it). It was suggested that if a reserve fund is not set up for use for music that we give the music committee the opportunity to make recommendations on ways the donation might be used. It was also mentioned that we need to publicize this donation. The Music Team will be meeting Thursday January 23<sup>rd</sup>. Rick plans to announce it at the next service. *Lynn moved and it was seconded that the Board accept the bequest from the estate of Cathie Olcott and that we defer action on the distribution of the funds until the next Board meeting. The motion passed unanimously.*

**Staff survey** (Janet) - This fulfills the by-law that we do an annual review of our shared ministry. *Robin moved and it was seconded that we conduct the 2019-20 Congregational Survey. The motion passed unanimously.*

**Petition for Special Congregational meeting** - Enough signatures were gathered to submit the petition. Reverend Rick will be reminding the committee of its responsibilities under the by-laws. *Robin moved and it was seconded that we acknowledge receipt of the successful Petition from the Committee on Ministry for a Special Congregational meeting addressing the censure of the Reverend Todd Eklof. The motion passed unanimously.*

## **Regular Reports**

Social Justice Team Report none – postponed until next month.

Treasurer's Report – information for preparing the report was just received not allowing time to prepare an actual report.

Music Committee Report

RE Report

It was mentioned that materials for the board packet are supposed to be submitted 2 weeks prior to the Board meeting so that the Chair and Secretary have time to prepare the agenda and Board packet which is supposed to be distributed 1 week prior to the Board meeting.

*Janet move that the Board acknowledge receipt of the regular reports. The motion passed unanimously.*

### **Consent Agenda**

December 9 Meeting Minutes

Minutes of the Executive Committee Meeting

Hope & Habitat letter of intent

*Lynn moved and it was seconded to accept the items on the Consent Agenda. The motion passed unanimously.*

### **Assignments and Upcoming Events**

Chalice lighting for next meeting – Janet will do it

February 10<sup>th</sup> next Board meeting

**Board has Coffee service February 2<sup>nd</sup>** – Christine will send out email to Board members. Steve and Lynn have said they will help. Christine will help if she's here. John will bring some munchies (but working the sound Board).

Executive committee will be meeting Wednesday January 22<sup>nd</sup>.

**Extinguish Chalice and Closing Thoughts 7:27**

**Adjourn 7:30**