

5:30-7:07pm
Board Meeting Minutes - Final - Virtual

2nd Monday Link:

<https://us02web.zoom.us/j/88408116187?pwd=MmcweDNtd1JTtk5uc2svWWhwa2U4QT09>

October Chalice Lighting – Steve

Present = x

Excused = blank

Participants					
<input checked="" type="checkbox"/>	Lynn - Chair	<input type="checkbox"/>		<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Christine – Vice Chair	<input type="checkbox"/>		<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Steve - Treasurer	<input type="checkbox"/>		<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Sara - Secretary	<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>	Rev. Rick Davis – Ex-officio, absent	<input type="checkbox"/>		<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Ben Cavaletto - Director	<input type="checkbox"/>		<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Tracy Boyle - Director	<input type="checkbox"/>		<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Greggory Gregg - Director	<input type="checkbox"/>		<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Robert Galloway – Director	<input type="checkbox"/>		<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Chris Keese-Ferguson – Director	<input type="checkbox"/>		<input type="checkbox"/>	

Agenda Items for Board Meeting		
General Topic (w/ Presenter)	Agenda Item Detail	Decision / Discussion
REPORTS	<ol style="list-style-type: none"> Minister’s Report – Rick Strategic Plan Team Reports – Sara, Focus on SJ, see packet Finance Team – Treasurer (2 – stated August and September) and Vanguard reports, see packet 	<p>Discussion:</p> <ol style="list-style-type: none"> NA Sara - September updates from Team Council – 60% of Teams reported in, Nominating Committee and Social Justice send in their first report. <p>Highlights – Facilities doing a lot regarding maintenance and upgrading systems. Connections Groups and Chalice Circles doing fine, Committee On Ministry staying involved regarding transitional support of Rev. Rick and attending Board Forum. The Communications and Worship</p>

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		<p>Team continue their services for the congregation.</p> <p>Social Justice - Working with Church at the Park to Change Marion County Zoning Code to allow safe overnight parking for homeless who live in their car.</p> <p>Contacting and building relations with social service agencies to understand the needs of their clients and how UUUCS can help their clients. Built a demonstration Keyhole Garden in RE and Preschool garden area. Built by Board member Greg Greggs.</p> <p>Working with Health Care for All Oregon (HCAO) to have a presentation at UUUCS. Assisted in the creation and stocking of the Banned Book bookshelf.</p> <p>Considering a book group to read banned books.</p> <p>The question of monthly vs quarterly reporting was discussed at Team Council and decided that Quarterly Reporting would be done with all teams reporting in at the same time. Next full report will be in the January Board Meeting for the quarter that includes, Oct., Nov., Dec. Teams will still have the invitation to address accomplishments and concerns to the Board directly on a monthly basis. Sara reviewed with Team Council the request of looking at 2018 Strategic Plan Goals and determining progress and relevance for continuation. This will allow for a summarization of the progress of the 2018 Strategic Plan and development of 2025 Strategic Plan as well as to provide information to the Interim/Settled Ministerial Candidates.</p>

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		<p>3. Steve - YTD income is 40% of annual budget. Pledge income 34% of annual budgeted. expenditures about 23%, running a little less of budget. Net income is \$62,808. \$804.00 for General Fund from Zimmerman Concert. Vanguard -\$374, 759. Did go down \$8,900.00</p> <p>Are about \$20,000 in the red for the A/C project.</p> <p>Difficult to estimate if we will need to spend from Suspense, Endowment or Memoria Funds during the next 5 years. Question of whether some money should go into a more conservative account that is not connected to the stock market. Established Money Market account was discussed.</p> <p>Motion to acknowledge reports as received:</p> <ol style="list-style-type: none"> 1. Moved – Christine 2. 2nd - Greg <p>Vote – passed</p>
BOARD ACTIONS		
<p>Policy on Policies: Christine</p>	<p>Per Minutes of 8/14/23: <i>Discussion: Was originally approved 12/31/21. Updated title to include Procedures. Ben suggested waiting until clarification of “teams” is completed.</i> This was done at the 10/8/23 Team Council Meeting. This document’s title has been changed to <i>Policy and Procedure Requirements.</i></p>	<p>Discussion: Steps of responsibility for different staff/board. Office is concerned around them being responsible for website. Suggestion for Board Secretary to take over Part 2 office responsibility to Part 4 under board responsibility.</p> <p>Motion: To approve change of title for Policies on Policies to Policy and Procedure Requirements and the amendments regarding secretary responsibilities.</p> <ol style="list-style-type: none"> 1. Moved – Ben 2. 2nd - Tracy

Agenda Items for Board Meeting

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		Vote – Passed
Declared Emergency Relief Pay - Christine	CHR just sent Declared Emergency Relief Pay document. This is to replace the Covid Relief Pay Policy. See Board Packet.	<p>Motion: To approve the Declared Emergency Relief Pay Policy.</p> <p>Tabled to put this into correct format and further discussion at Retreat.</p> <p>1> Moved – 2> 2nd – 3> Vote -</p>
INFORMATION		
Minister Search Update Report - Lynn/Christine	<p>Have packet.</p> <p>Lynn and Christine meet to review timeline.</p> <p>3-5 members of Board to constitute Interim Minister Search taskforce.</p> <p>Christine and Lynn will remain with the process.</p>	Robert indicated interest as did Ben potentially, in joining the search committee for Interim Minister.
Breaking into Sheds: Lynn	Facilities had a meeting on 10/1 to address the issue. The door has been reinforced. There will be further discussion on ways to stop this.	
Organizational Chart/Teams vs Committees vs Task Force - Christine	Team Council discussed definition of Teams/Committees and what that means as far as reorganization needs to occur for the Organizational Chart to be reviewed and decided upon. Groups will look at methods to modify wording as needed on the website. See Packet for definitions.	Team Council members are determining benefits/concerns of change. Board members concerned about if there are more teams now than committees and how this affects the organizational chart. More discussion at retreat.
Board Forums	<p>Board Forums:</p> <ul style="list-style-type: none"> • 10/15 topic – Facilities update on past year activities, general Q&A, any Ministerial Search update. • • COM requests in SP Monthly Report that it would be good if there was an article in Newsletter about topics discussed. • • Could someone take notes and write an article? 	No article is needed. Splinters of Board and minutes are on website.

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A/C -update	Still working on it. No hot water at the moment. Need a new hot water circulator.	
UUCS Accounts vs. Personal Accounts	If using a Trello board, need to go through office and use a UUCS Trello account. Team/Committee leaders need to be notified.	Article in Splinters
Other Updates:	<p>Worship Attendance in- person for September:</p> <p>9/3 - unknown 9/10 – 113 (11 RE) 9/17 – 118 (14 RE) 9/24 – 85 (9 RE)</p> <p>Attendance live-stream for September as of 10/7/23</p> <p>9/3 - 25 (recording, no live stream due to renters disconnecting our system and not putting it back) 9/10 - 34 9/17 - 50 9/24 - 37</p> <p>See Comparing Graph document for comparing 2022 vs 2023 July -Sept.</p>	
Housekeeping Items	<ul style="list-style-type: none"> • 	
Other Board Meeting Agenda Items to add		
Thank you notes	<ul style="list-style-type: none"> • Celeste for supporting ASL classes. (ask Ben for address if you need) • 	<ul style="list-style-type: none"> •
Consent Agenda	Last Mtg Minutes – see packet	<p>Discussion:.</p> <p>Motion: Approve September UUCS Board Minutes.</p> <p>1. Moved - Steve 2. 2nd – Robert</p> <p>Vote – passed</p>

Assignments and Upcoming Events

Complete	Action Items	Due Date	Assignee
<input type="checkbox"/>	October Chalice Lighting and Centering thoughts	10/9	Steve
<input type="checkbox"/>	November Chalice Lighting and Centering Thoughts	11/ 13	Greg
<input type="checkbox"/>	Board Retreat	10/23	In person - 5:30
<input type="checkbox"/>	Executive Committee	11/6	Zoom -5:30
<input type="checkbox"/>	Next Board Meeting	11/13	Zoom -5:30
<input type="checkbox"/>	Sara to amend Policy and put into google drive, check with Sharon. Send to TC, Webteam, put on Google Drive, office		
<input type="checkbox"/>	CHR just sent Declared Emergency Relief Pay document. This is to replace the Covid Relief Pay Policy – Christine to put into correct format and resubmit to board for vote.		
<input type="checkbox"/>	Lynn to put into Splinter: If using a Trello board, need to go through office and use a UUCS Trello account. Team/Committee leaders need to be notified.		
<input type="checkbox"/>	Retreat items: Organizational Chart/Teams vs Committees vs Task Force; Financially what does equity vs balance mean in budgetary items; Declared Emergency Relief Pay Policy.		