

5:30- 7:00

Board Meeting Minutes – Virtual - Draft

2nd Monday Link:

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

December Chalice Lighting – Steve

Present = x

Excused = blank

Participants					
<input checked="" type="checkbox"/>	Lynn - Chair	<input checked="" type="checkbox"/>	Sara Shatto - Nominating Committee	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Christine – Vice Chair	<input checked="" type="checkbox"/>	Jon Chinburg – Music Director via phone	<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 checked="" 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 Report – Rick Nominating Committee -Member Julianne Patton had to resign due to health reasons. Barbara Stebbins- Boaz has offered to take her place. NomCom Members approve of this offer. Treasurer Report - Steve 	<p>Discussion:</p> <ol style="list-style-type: none"> LRE – Service in February, renew and revision LRE. Looking at meditation practices to take the place of the Salem Zen Center leaving UUCS in January. Is working on the Homilist Guidebook. Board members agree with Barbara Stebbins-Boaz join NomCom for

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		<p>remainder of this fiscal year.</p> <p>3. See packet for information. 60% of annual budget. Pledges are at 53%. Expenses – 38%. Funds doing well. Net income means – what balance sheet, everything that we have as far as funds and liabilities/expenses, assets of vanguard and bank account. Does not include rent and fundraising as that is in the planned budget. This is why the miscellaneous funds that are not being used for a few years would be good to get a decision regarding how to use this monies.</p> <p>Motion to acknowledge reports as received: 1. Moved – Christine 2. 2nd - Robert Vote – Passed</p>
BOARD ACTIONS		
Teams and Committees and Organizational Chart - Ben	<p>Presentation of Organizational Chart that was approved by the Team Council, for Board recognition. See Packet</p> <p>Other items regarding policies and procedures related to this and groups in general will be brought to the board at a later time.</p>	<p>Motion: To recognize Organizational Chart that Team Council approved on 12/3/23. 1. Moved – Christine 2. 2nd – Tracy Vote – Passed</p>
Donation of Musical Instrument – Jon Chinburg	<p>Rich Ford’s widow would like to gift UUCS with one of Rich’s guitars worth approximately \$1500.00. Needs about \$175.00 worth of repairs.</p>	<p>Motion: To approve donation of guitar to Music Department.</p>

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		1. Moved –Tracy 2. 2 nd - Robert Vote – passed
Covenant for Congregation and Interim Minister Agreement - Lynn	See Packet for Covenant agreement between congregation and interim minister.	Motion:. To approve the written Covenant for Congregation and Interim Minister. 1. Moved – Christine 2. 2 nd - Tracy Vote - Passed
INFORMATION		
Minister Search Update Report - Lynn/Christine/Robert	Will have Congregational Forums to elicit information on what congregation sees is needed in a minister during February and March Board Forum meetings. At January Board Retreat will discuss with Board this process. Will let folks know during Dec/Jan Board Forum.	Committee want to make sure that all voices are heard, therefore the Congregational Forums, which hopefully will allow interview questions to be developed. We will submit our congregational information search profile. Look for meetings from this team to get congregational voices included.
Other Information - Lynn	<ul style="list-style-type: none"> • Fire Marshall visit and results • Heating issues in Hanneman Hall • New Vision and Mission statements– Communications Team asked to create poster. 	Fire alarm went off during Family Promise event due to heating not being uniformed through out the building. There is now a temporary thermostat and Hanneman Hall is fine at the moment. Fire Marshall came – issues are – exit lights batteries need to be changed. Will replace the exit lights with emergency lights. Extension cords – can’t use. Fused power strips are ok. Cozy Corner monitor is fixed. Sound closet checked, and music office fixed. Heaters for pianos fixed. Kaleidoscope’s gate needed to be reversed and “panic hardware” need to be put on gate.
Strategic Plan Update - Sara	Sara presented a graphic summary to Team Council on 12/3/23. See packet.	

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	The plan is to write summary of progress and send to Communications Team. Will update Board as this progresses.	
Board Forums - Lynn	Board Forums: <ul style="list-style-type: none"> • 12/17 topic? • Ministerial Search Update • 	Topic: Strategic Plan of 2018 summary update.
Notice of Filing of Land Use Request - Lynn	See packet for information: proposed 27 unit apartment complex at 4963 Center St. Deadline for comments is 12/19/23 by 5:00pm. If you would like to comment, do so as an individual, not as a UUCS member.	
Other Updates:- Sara	Attendance in person for November 11/5 – 127 11/12 – 82 (17 LRE) 11/19 – 120 11/26 – 76 Live Stream as of 12/8/23 11/5 – 67 11/12 - 41 11/19 – 74 11/26 - 46	
Housekeeping Items - Christine	Safer Congregation Group – Christine: Their By-laws state that a board member be in the group. They are fine if the member changes every 2 years due to Board involvement. Who would like to do this?	Chris F is willing to do this.
February Board Fundraiser - Christine	Need volunteers from board for set-up, snacks, clean – up. Who will do what?	Set-up: Ben, Sara, Chris Bring Snacks: Sara, Greg, Chris Clean- up: Greg, Chris Ben suggested a 50:50 raffle he will run it. Ben will check with office regarding payment options.

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		Goal of \$4000.00 raised.
Other Board Meeting Agenda Items to add		
Thank you notes: Christine	Suggestion: Thank you to team/committee leaders, Christine to buy holiday cards and Chris F. send them out.	
Consent Agenda	Last Mtg Minutes – see packet	Discussion: Motion: To accept minutes. 1. Moved - Ben 2. 2 nd – Greg Vote – Passed

Assignments and Upcoming Events			
Complete	Action Items	Due Date	Assignee
<input type="checkbox"/>	December Chalice Lighting and Centering thoughts	12/11	Steve
<input type="checkbox"/>	January Chalice Lighting and Centering Thoughts	1/8/24	Chris
<input type="checkbox"/>	Board Retreat - January	1/22/24	In person - 5:30
<input type="checkbox"/>	Executive Committee	1/1/24	Zoom -5:30
<input type="checkbox"/>	Next Board Meeting	1/8/24	Zoom -5:30
<input type="checkbox"/>			
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