

[January 8, 2024]

5:30-7:40.

Board Meeting Minutes - Final

2nd Monday Link:

<https://us02web.zoom.us/j/88408116187?pwd=MmcweDNtd1JTTk5uc2svWWhwa2U4QT09>

January Chalice Lighting – Chris F.

Present = x

Excused = blank

Participants					
<input checked="" type="checkbox"/>	Lynn - Chair	<input checked="" type="checkbox"/>	Meryl McKean- CHR	<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 checked="" type="checkbox"/>	Rev. Rick Davis – Ex-officio	<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"/>	

Potential Agenda Items for Board Meeting		
General Topic (w/ Presenter)	Agenda Item Detail	Decision / Discussion
REPORTS		
	<ol style="list-style-type: none"> 1. Minister 2. Treasurer 3. Investment – see Packet 4. Team: Committee on Human Resources – Document in Packet under Teams Quarterly Report. 5. Music Director – See Packet 6. LRE Director – See Packet 	<ol style="list-style-type: none"> 1. Meeting regarding meditation group creation. \$500.00 from meditation fund that was left by the Salem Zen Center for UUCS to use in creating own meditation group. Request is to buy meditation cushions with this \$500.00. Also doing Homilists training starting January 20.

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		<ol style="list-style-type: none"> 2. Valerie will give Steve information by Wednesday. Steve will send as an addendum. 3. See Packet 4. Meryl – Read report to board. See information in board packet under Quarterly Teams Report. Talked about Emergency Pay. Personal Manual is being updated and finished in February. Protocol being developed regarding guidance and training for disputes. Looking at pay scale based on UUA standards. 5. Music Team report read by Secretary. See packet. 6. See packet for report. 7. Facilities added report regarding fire code issues. <p> Motion: To accept reports. Moved: Christine 2nd: Steve Vote: Passed </p>
BOARD ACTIONS		
Acceptance of Bulb Donation - Steve	Bulb donation worth \$100.00 was given by Bonnie Heitsch. She is requesting this count as a tax deductible donation.	<p>Discussion:</p> <p>Motion: To approve donation of \$100.00 of bulbs from Bonnie Heitsch.</p> <ol style="list-style-type: none"> 1. Moved – Tracy 2. Greg <p>Vote: Passed</p>
Request to use Meditation Funds to buy cushions.	\$500.00 to buy cushions is requested by Rick as temporary lead of meditation group	<p>Motion: To allow Rev. Rick as temporary lead of this group, use available funds left from the Salem Zen Center to assist in re-establishing Compassionate Mind Sangha.</p> <ol style="list-style-type: none"> 1. Greg

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		2. Robert Voted: Passed
INFORMATION		
Items from Board Forum: Lynn/Christine	<p>Forum Topic for January and February is to focus on congregational input regarding ministerial needs related to the interim minister search.</p> <p>Idea of discussing with Anna Tally as lead for Hosts regarding locking front door so many minutes after services start.</p>	<p>Lynn states discussed at Membership meeting, response was it was not a bad idea, wondering how it would be done.</p> <p>A lot of discussion on pros and cons of this and reasons why or why not to do anything.</p> <p>Guidance from UUA, Safer Congregation committee and others suggest that we lock the doors. Hosts are also concerned.</p> <p>Suggest that the doors are locked with someone by the door to allow people in as needed.</p> <p>Consensus: Try locking door after service starts and have a host available to open door for people.</p> <p>Board agrees with this plan. Chris F and Lynn will let Membership and Hosts know of this plan.</p>
Items from Board Retreat	No retreat in December.	
Ministerial Search Update: Christine/Lynn/Robert	<p>This was put into the Newsletter:</p> <ul style="list-style-type: none"> • Hold monthly Board Forums to keep congregants informed and included. • Refer Budget considerations to Finance Team for salary, benefits and moving expenses. • Review contract considerations, meet with CHR contract considerations. 	<p>Volunteers: A list of 12 questions in small group discussion to elicit responses.</p> <p>Record keeper: January 21 – 1. Sara 2. Chris 3. Ben 4. Steve February 18 – 1. Sara</p>

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	<ul style="list-style-type: none"> Complete search profile per guidelines by mid-April. Finalize membership numbers. Determine IM interview questions. 12-14 questions. <p>There is an ask from the Search group: Need 3 volunteers to help with both January 21 and February 18 Forum.</p>	<p>2. Chris</p> <p>3.</p>
Nominating Committee Request: Lynn	NomCom is starting to recruit for 2024-2025 Board members. Who is staying?	<p>Gregg – No, in a pinch would stay</p> <p>Robert – 1st year</p> <p>Tracy – 2nd year, Yes will</p> <p>Steve – yes</p> <p>Ben – 1st year of 1st term</p> <p>Chris F. – 1st year of 2nd term</p> <p>Christine – leaving board</p> <p>Ben – open to leadership at some point down the road.</p> <p>Sara – not Secretary, vice-chair or chair interested.</p> <p>Lynn – past chair</p>
GA Delegate: Lynn/Sara	Potential delegate for GA, Hannah Batu. Has been attending UUCS for a few years and has been in Connections Groups and Chalice Circles. As of April 2022, became an official member, so will be a member for over a year once GA occurs in June 2024. Has independently kept up to date with general UUA business, including the Article II Commission progress. She has stated she would be honored to represent UUCS as a delegate in the 2024 GA.	Approved
Rick's Retirement Gift: Lynn	From Committee on Ministry quarterly update report: Retirement gift to honor Rev. Rick 30 years as senior minister at UCCS: COM reconnected with stained glass artist	No one is actually taking the lead on the responsibility for fundraising this idea. Point of use of fundraising for a one-time

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	<p>Gary Swanson, who made the stained glass piece in our sanctuary. COM and the UU Art Committee have met with Gary twice to discuss our interests as he will offer design ideas and bid on February 6 2024 at 9:30 at UU. Gary will be submitting design ideas for stained glass above and on both sides of the front door. A fundraiser concert on March 16 is being coordinated with Jon Chinburg and UU member and musician, Georgienne Young dedicating proceeds for this gift.</p>	<p>retirement gift when there are general fund issues.</p> <p>Suggestion to thank COM for their leadership in retirement gift. Recommend get a variety of price points, our ambitions may outpace our abilities.</p> <p>Committee needed for a celebration for Rick's, ad hoc Committee at bequest of Board. Names were suggested and will be asked. Christine and Ben will help organize.</p>
February 10th Board Fundraiser: Christine	<p>Still need to know who on the board is helping with what for the fundraiser. So far we have:</p> <p>Set-up: Ben, Sara, Chris, Lynn Bring Snacks: All board members are expected to bring finger food to feed 20 people. Clean- up: Greg, Chris, Lynn</p> <p>Board members will also be helping during the evening as needed to help with food, etc.</p> <p>Also: Ben suggested a 50:50 raffle, which he will run. Ben will check with the office regarding payment options</p>	<p>Publicity has started.</p>
Pledge Drive Update: Ben	<p>A Pledge Drive update will be added to monthly board agendas.</p>	<p>Craig and Ben have met and are being mentored by George Struble and have 6 members of group. Recruitment and timeline are being developed. Start date for campaign is being determined.</p>
Team Quarterly Update: Sara	<p>Team Council members quarterly reports on Vision and Mission based goals for October – December 2023. See packet for full details.</p>	<p>Summary of Team quarterly Reports – Oct-Dec 2023: Communications, Committee On Ministry, Connections, Facilities and Worship Team reported in. CHR also reported in and information is in main Teams</p>

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		<p>Quarterly Report document in the board packet. Music department reported via Music Director monthly report to the board as did Lifespan Religious Educations through the director. Details in board packet. Of note- Facilities installed new heat pump system through 3 generous donations plus \$20,000 from UUCS budget. Landscaping is looking at systematic way to prevent clogging of gutters and reduce puddling in parking lot. Also looking at ways to soundproof patio area near Cordon Road. Fire Marshall did annual inspection which resulted in simple maintenance improvements. Re-inspection set for January. New team member Kelly Thomas joined, interested in both facilities in general as well as landscape. COM – Website has Covenant of Respectful Relations on it. Is collaborating with the Aesthetics and Design group regarding retirement gift for Rev. Rick. Communications does its many duties to keep the congregation apprised of everything that is going on. Put the new organization chart on the website. Changed web team address to websupport@uusalem.org Connections groups going well, some groups adding social gatherings. One group sponsored the Banned Book Library. Chalice Circle is looking for more members. Jolly Diners is reporting new people attending monthly. Men's group is going well and Women's Retreat is planning for next June. From</p>

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		<p>Worship Team, the Homilists/Storytellers have been integrated into monthly Sunday services. In January/February further training and recruitment are planned and it is estimated their involvement will continue after Rev. Rick's retirement. Special services during this time period included Animal Blessing, Appreciating Ancestors, Microfinance, Christmas Eve Morning Brunch, Christmas Eve Evening Service and New Year's Eve service/brunch. Dances for Universal Peace presented in November and will do so again in January and March. Annie Joslin also presented dance for service in November and Christmas Eve Evening. QR code has been added to the printed Order of Service to assist with donations. For the 3 months average of in-person is 96, average for livestream 2 weeks out is 63.</p>
Attendance Tracker: Sara	<p>Attendance in person for December:</p> <p>12/3 – 96 (LRE 6) 12/10 – 109 (8) 12/17 – 126 (10) 12/24 Morning - 60 12/24 Evening - 136 12/31 – 63</p> <p>Live Stream as of 1/6/24</p> <p>12/3 - 68 12/10 - 14 (recorded so late onto YouTube) 12/17 - 48 12/24 morning - no streaming/ brunch</p>	<p>Attendance overall is slightly higher in 2023 than 2022. In-person attendance is continuing to be stable or increasing.</p>

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	<p>12/24 evening – 71 (YouTube link late in getting to people, procedure being looked at)</p> <p>12/31: 66</p> <p>See packet for comparison of 2022 and 2023</p>	
Exec Committee: Lynn	Bylaws state that 5 Board members are needed for the Exec Committee. Who will finish the year?	Tracy
Thank You Notes	<p>Thank you request from Landscape group for Bonnie Heitsch donation of 250 bulbs which were planted.</p> <p>Anna Tally for all she does to keep the Coffee Service going, the host group - coming in when no one else is available, and the Starting Point new membership classes.</p>	
Other Board Meeting Agenda Items to add	January 16 th Steven doing a web seminar regarding Breeze and tax reports.	
Consent Agenda	Last Meeting Minutes – see packet	<p>Discussion:</p> <p>Motion: To accept minutes as written.</p> <ol style="list-style-type: none"> 1. Moved – Ben 2. 2nd – Tracy <p>Vote: Passed</p>

Assignments and Upcoming Events			
Complete	Action Items	Due Date	Assignee
<input type="checkbox"/>	January Chalice Lighting and Centering thoughts	1/8/24	Chris F.
<input type="checkbox"/>	February Chalice Lighting and Centering Thoughts	2/12/24	Chris F.
<input type="checkbox"/>	Board Retreat - January	1/22/24	In person - 5:30
<input type="checkbox"/>	Executive Committee	2/5/24	Zoom -5:30
<input type="checkbox"/>	Next Board Meeting	2/12/24	Zoom -5:30

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<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			