

## UUCS Board of Directors Meeting

### Attending:

Lynn Cardiff  
Robin LaMonte  
Benjahmin Boschee  
John Prohodsky  
Joanne Manson  
Julie Warncke  
Gloria Holland  
Cherryl Ramirez  
Janet Stevens  
Rick Davis (Ex Officio)

### Staff:

Samantha Scales

The meeting was called to order at 5:31 p.m.

### Chalice Lighting & Centering Thoughts:

The chalice was lit and centering thoughts were provided.

### Visitors:

Sara Pickett and Lennie Martin presented information on the sanctuary remodel and costs. Discussion was deferred to the Board Action agenda.

### Housekeeping

New Agenda Items: None

### Board Action

Sanctuary remodel- There was discussion about the purpose of the remodel. The primary purpose is to make the sanctuary more functional. There was discussion about the other renovations needed in the sanctuary, including replacing worn and dangerous carpeting. Lennie clarified that the Worship Team will be responsible for funding the remodel. Other Teams, such as the Facilities Team, would be responsible for the cost of other necessary renovations. The Board expressed concern about the cost of the remodel and how it would be funded. The Board discussed the need to get actual bids for electrical and other work and to firm up the cost estimates for work that will be done by volunteers. There were questions about the timeline and when the Worship Team will be able to come back with firm cost estimates.

Joanne moved and it was seconded to conceptually approve the sanctuary remodel plan as presented, with subsequent approval of funding contingent on the receipt of cost estimates and a fundraising plan from the Worship and Music Teams. The vote was unanimous.

Habitat and Hope - There was discussion about the proposal. The detailed proposal was presented at the September 2018 Board meeting. There has been ongoing discussion about a number of aspects of the proposal. The Board separated the proposal into two components: an affiliated ministry status and the transitional village proposal. The Board has reiterated its expectation that Habitat and Hope will create its own organizational plan, nonprofit status and bylaws, with support from the Unitarian Universalist Congregation of Salem. This corresponds with other affiliated ministries at UUCS who have their own private nonprofit status. There was a proposed motion to establish a 6 month timeline for Habitat and Hope to rely solely on UUCS for its fundraising. There was discussion about why a time limit might be a concern. There was also discussion about who is involved and what the affiliated ministry status means.

Benjahmin moved and it was seconded that the Unitarian Universalist Congregation of Salem acknowledge Habitat and Hope as an affiliated ministry and authorize its use of the private nonprofit status of the church for its fundraising efforts. The Board requests that Habitat and Hope report to the Board in not later than six months on its efforts to organize and obtain its own nonprofit status. The motion was approved with 1 no vote.

Note: The Board encourages Habitat and Hope to work in cooperation with other service providers to identify the optimal site for a Habitat location and to obtain the necessary permits.

R.A.C.I. - Benjahmin distributed the Responsible, Accountable, Consulted, Informed (RACI) procedure. The board discussed the process, including who would be responsible and when actions would be taken. Board members discussed examples of government agencies who record these items in their minutes. There was discussion about modifying the Board minutes to show who is responsible, etc. The board determined that there was not enough information at present to adopt a plan. The item was tabled for a future retreat, and Board members will bring examples of minutes that incorporate R.A.C.I.

Policy - Becoming a UUCS Member - There was discussion about membership process for persons who had been members in other UU congregations. The board agreed that incoming former UU members need to follow the policy. There was a suggestion that UUCS needs a procedure to notify the Board of new members, and maybe have the Board send them a welcome letter

Benjahmin moved and it was seconded to adopt the policy Becoming a UUCS member. The vote was unanimous.

Policy - Content and Access to the UUCS Directory- The Board approved the policy with no discussion.

Benjahmin moved and it was seconded to adopt the policy Content and Access to the UUCS Directory. The vote was unanimous.

### Information Items

Security Issues and what the Facilities Team is doing to address them - There were two car break-ins in the parking lot. On December 11, a sheriff's deputy met with UUCS representatives to review security issues. Recommendations include better signage, cameras and locking the gate at night. There was also a recommendation to improve the lighting in the parking lot with LED lights. The cost for the lights is estimated at about \$8,000, but could change after bids are received.

Furnace Issues - The Facilities Team is working on furnace, including thermostat and air handler issues but may need to replace the furnace at some point. Benjahmin noted that there have not been any Sunday UUCS congregation fire drills. UUCS should have at least 2 a year. It was noted that the Kaleidoscope Day Care has routine fire drills.

### Consent Agenda

November Minutes - The November Board minutes were approved

Timesheet Policy - The board ratified the action of the Executive Committee to approve the Timesheet Policy.

Gloria moved and it was seconded to approve the items on the consent agenda. The vote was unanimous.

### Regular Reports

Treasurer Report - No issues to report. Fundraising from the pie sale was \$3,379

Vice Chair/Team Council Report - No report. The next meeting is January 6

Social Justice Report - The Social Justice report was distributed with the agenda packet.

Minister Report - There was discussion of a congregational appreciation dinner on February 16<sup>th</sup>. Craig Rowland and Sara Shatto are organizing the dinner. Rick is soliciting suggestions for fun activities. The theme of the dinner will be "Building Beloved Community and Healing a Hurting World". The dinner is not linked to the pledge drive, but is focused on the celebrating the UUCS community.

John moved and it was seconded to acknowledge receipt of the Regular Reports. The vote was unanimous.

### Assignments and Upcoming Events:

The Board retreat for December is cancelled

The Executive Committee will meet on 12/26

The next Board meeting is January 10.

The next Board retreat is on January 16

The meeting was adjourned at 7 p.m.