

Monday, December 09, 2019

UUCS Board of Directors Meeting - Approved by the Board on 1/13/2020

Attending

Lynn Cardiff
John Prohodsky
Jack Tally
Steve Ovens
Robin LaMonte
Janet Stevens
Christine Ertl
Julie Warncke
Beth Anne Huffine
Rick Davis
Craig Rowland
George Struble
John Davenport
Joel Martin
Dina Triest
Emma Kreger

The meeting was called to order at 5:38 p.m.

Chalice Lighting and centering thought shared by Janet.

Introductions were made since there were a number of non-board members attending.

INFORMATION ITEMS

Jerry Nathan stepping down from the board due to his decision to stop driving at night.

Emma Kerger, the new Congregational Administrator, introduced herself.

She is in Tuesday – Friday most weeks (if she won't be in it should be on the calendar). Office is closed Mondays at this time (Craig and Jo work from home on Mondays).

Covenant of Respectful Relations presented by Joel and Dina with the Committee on Ministry
Proposed changing the “Covenant of Good Relations” to Covenant of Respectful Relations. Would like a congregational vote to approve it at the membership meeting in the Spring. Would like to have a member of their team attend the next “Neighbor to Neighbor” mediation training. Revised version would be small enough to put on a card that could be handed out to people.

Suggested Congregational Statement presented by Joel and Dina with the Committee on Ministry
Joel presented letter the Committee on Ministry has developed in response to the Gadfly Papers issue and actions taken by UUA and UUMA around that – “Public Statement to UUA and UUMA.”
Suggest we work to get a copy of this approved at the Spring Membership meeting. There would be a

petition by their committee to get signatures to put it for a vote by members. Discussion of whether or not to have a special meeting before the Spring meeting or include it at the Spring meeting.

10% of members need to sign the petition to bring it for a vote before UUCS membership and 25% of members are needed to make a quorum at a meeting to vote on it. They have a committee meeting next week. The statement will be put into a letter from our congregation to UUA & UUMA. They will publish it in the newsletter ahead of time. As a side note, Todd Eklof will be speaking here at the end of February.

Habitat & Hope Village letter of intent

George presented their proposed letter of intent and explained steps needed before they can proceed with moving forward with the village project. There are other steps for it to happen but this would allow them to move forward. It was suggested that the letter be reworded so that the “contingent on approval by a UUCS congregational vote” start the first paragraph so it is clearer that those contingencies need to be met before the project is actually implemented. This letter would give the group standing to work with Marion County on septic drain field tests and approvals etc. It would not bind UUCS in any way. HHV will be meeting with the City of Salem Planning department, hopefully in the next week. Several board members expressed concerns about the location in relation to bus service and distance from shopping. It was recommended that HHV reach out to Cherriots bus service. **HHV will reword the letter and get it to the Board for a vote in January.**

Congregational Appreciation dinner

A group including Craig and UUCS staff is trying to plan an appreciation dinner. They would like to have it before the pledge drive. Wondered about having Sam come in and pay her as a consultant to review how it was done and what could have been done differently in previous year especially in relation to the staff. There was discussion of bringing Samantha in as a paid consultant. It was suggested it could be done in 4 hours (of Sam’s time) with a fee of \$150. It could be paid from personnel or contingency or professional development. We would be paying her to train the office staff. The question was also raised as to how the cost of the dinner is being covered. Jo and Emma are looking into what it cost last year. Suggested that we need to approve paying Sam this meeting (as an action item below) and then **next meeting they would need to come back to us with a cost estimate for the event and where the money will be coming from.**

Survey

Point was made that this is an opportunity for every member to have their voice be heard. Janet asked that Board members share with her any changes they thought should be made to it. The survey will be approved by the Communications team and Janet and Rick will be overseeing it, as part of the Board. It will be available electronically and in written format. Doing such a survey annually could be good for the ministry review.

Team council

Team council met yesterday. Robin and Christine presented the strategic plan form they would like each team to report on. The board is asked to do some things as well in meeting the strategic plan goals. **We will discuss this at an upcoming retreat.** The schedule for each team reporting to the Board is:

- January – Committee on Human Resources

- February – Communications Team
- March – Worship Team & Membership Team
- April – Finance Team
- May – none due to membership meeting
- June – Religious Exploration Team & Music Team

BOARD ACTION

Consultant for annual meeting and congregational appreciation dinner

Janet moved and it was seconded that the Board authorize the spending of \$150 for four hours to pay a consultant for consultation services on the annual meeting and congregational appreciation dinner taken from outside services funds. The motion passed unanimously.

Craig will write the contract. The secretary will send the action item to the bookkeeper.

Finance Team Other Funds

Lynn moved and it was seconded that the Board accept the proposed “Finance Policies and Procedures: Other Funds.” The motion passed unanimously.

Personnel Budget Policy

Janet Moved and it was seconded that the Board approve the proposed personnel budget policy that personnel costs, including but not limited to salaries, benefits and payroll taxes, shall not exceed 60% of the operating budget. The motion passed.

Committee Chair Nominations

John moved and it was seconded that the board approve the nomination of Ben Cavaletto for RE Team chair and Janet Stevens for Music Team chair. The motion passed unanimously.

Policy on meetings

Robin Moved and it was seconded that the Board approve the proposed Policy on Team and Committee Meeting Scheduling. The motion passed unanimously.

Donation Approval

Janet moved and it was seconded that the board approve a donation of \$139.98 in supplies from Cheryl Seleen to the landscape committee. The motion passed unanimously.

The secretary will transmit this action to the Treasurer and the bookkeeper.

Worship Team Chair Job Description

After some discussion it was determined that The Board does not need to approve job descriptions for team chairs.

REGULAR REPORTS

Social Justice Team Report

Treasurer's Report – additional note that the only team spending anywhere near its allocations is worship team.

Music Committee Report

RE Report

Robin moved and it was seconded that the Board acknowledge receipt of the regular reports. The motion passed unanimously

CONSENT AGENDA

November 11 Meeting Minutes

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

Beth Anne will get copy to John of approved minutes so he can get signatures for bank required documentation.

ASSIGNMENTS AND UPCOMING EVENTS

Retreat date changed to Dec 30

Chalice lighting - John next month

Christine needs help with finding someone to facilitate the team council meeting.

There was a discussion about leadership and volunteers. There will be future discussion at a retreat (December) about volunteer recruitment.

Executive committee will meet next Wednesday December 18th.

Extinguish Chalice and Closing Thoughts 7:15

Adjourn 7:15