

UUCOV Board of Trustees

Minutes of November 11, 2021 Meeting

Call to Order

- President Pamela Palmer called the meeting to order at 9:32 a.m.
- Chalice Lighting & Opening Words were offered by Reverend Khleber
- Members present: Pamela Palmer, Jack Head, Dave Lyon, Ken Boysworth, Steve Leapley, and Serena Cannarelli. Member present via zoom: Claire Harrison. Also present, Reverend Khleber Van Zandt and Kathy Avery.
- Check In
- Thank you notes – none identified at this time

Approval of Minutes

- Minutes of October 14, 2021 Board of Trustees meeting approved as distributed via email

Response to Reports & Correspondence

- President's Report – Agenda acts as report
- Vice-President's Report – Jack Head reported in his absence the November 2 Coordinating Council Meeting was chaired by Steve Leapley
- Treasurer's Report – Dave Lyon submitted the Treasurer's monthly report for October the and Bookkeeping monthly and year to date reports via email
- Minister's Report – Reverend Khleber distributed his monthly report via email. Key issue raised for Board consideration is the need for the formation of a Worship Committee. Until March 9, 2020 Worship Team constituted of staff members. Need to focus on this issue at this time as our settled minister is leaving and we will soon have contract ministers followed by an interim for at least the next few years. Kathy Avery prepared and submitted to the Board yesterday via email a proposal for the creation of the position of Sunday Service Director. Discussion followed including among others: concern related to the many issues and tasks that will not be done following Reverend Khleber's departure as he has had primary responsibility for them; the high number of congregants who leave for lengthy periods each year; and our congregation being made up of individuals who are aging. Question of and concern was also expressed as to whether in moving increasingly towards paid staff positions this will result in our having less of a focus on engaging volunteers and engaging them in joining in working together.

Kathy discussed proposed position, its functions, and additional needs of YRE including hiring two additional YRE workers for an average of three hours a week. Reverend Khleber spoke of concept of the "open pulpit" versus the "free pulpit" handed to ministers and worship function versus worship support.

Pam excused herself from the meeting and Jack Head as Vice-President assumed the chair. Following discussion, Dave Lyon made the motion, seconded by Steve Leapley, to hire Kathy Avery for the position of Sunday Services Director. Motion was approved with five (5) voting in favor and one (1) abstention.

Ongoing Business

- Interim Minister Search – Jack reported on the work of the Search Committee. Plan is currently to have contract ministers for six months starting in February until end of July with Interim Minister coming on board in August 2022. As agreed, we are following UUA recommended guidelines. UUA has posted our active searches on their site. Reverend Dennis McCarty is

available to return for the month of February. Jack Head made the motion, seconded by Serena Cannarelli to contract with Reverend McCarty for the month of February. Following discussion, the motion passed unanimously.

- Holiday Party – Question was raised as to who is chairing the UUCOV Holiday Party on December 14th. Serena said she and Eileen Leapley are coordinating it.
- Congregational Conversations – Serena forwarded to the Board last evening a draft proposal for a Powerpoint presentation including timing and objectives. A conversation with the congregation should be scheduled in early December and happen on a monthly basis going forward for the purpose of educating the congregation on the search process, their role, and our commitment as a Board to insuring transparency throughout the process. Following discussion, it was agreed to schedule the first meeting on December 5th following Sunday services. Powerpoint will be pulled from UUA Settlement Handbook outlining the seven phases of the search process. Jack will report on current status and questions will be answered.
- Annual Meeting – Understanding is that live streaming the annual meeting on March 19th will not be a problem but doing it via zoom is not seen as being an option. Steve reported that last year’s Nominating Committee forwarded the proposed slate of trustees and officers identified Board by January 1st. Ken reported that the Nominating Committee has made a great deal of progress in its work via zoom meetings and that the next scheduled meeting will be held in person.
- Preliminary Budget for FY’23 – Dave distributed preliminary Finance Committee budgetary figures for next year highlighting an increase in music expense of \$7,000 and \$7,000 relocation allotment for interim minister which represents the same amount as had been allocated for Reverend Khleber. On the revenue side, \$5,000 each is included in the budget under the lines labeled “auction” and “travel.”
- Annual Pledge Drive – Steve will ask Joel Morrison to head up next year’s pledge drive.
- Board Retreat – Board members are asked to review and give feedback to top priorities and items listed on today’s agenda* under “Board Retreat” and “New Business” for our next meeting giving consideration to timelines for realistically accomplishing them.

Next Meeting

- Next scheduled meeting of the Board will be held Thursday, December 16, 2021 at 9:30 a.m.

Adjournment

- There being no further business, the meeting was adjourned at 11:20 a.m.

Respectfully submitted,
Claire Harrison, Secretary

*Board Retreat: 1. Accountability: Review all responsibilities currently done by Minister; review responsibility of teams to CC and Board; review relationship of Board with Financial Team and Campus Team. 2. Improve Communication: Transparency about future plans & expectations; re-energizing the Congregation; serving a diverse congregation; identify the “New Church”; need for multiple smooth transitions to keep the ministries of the church on track. Top Priorities/Next steps? New Business: 1. Short term goals; return to normal office procedures; leadership training.