

UUCOV Board of Trustees

Minutes of November 16, 2023 Meeting

Attending: Jack Head, Bill Reynolds, Tom Hartley, Barbara Buehring, Steve Leapley, Pat Wellington, Rev. Amy, Barb Gundy

Guests: Ellen Higdon, Claire Harrison, John Spitzer on Zoom

Rev Amy lit the chalice and said opening words

Barb Gundy, interim trustee, was welcomed

Committees Reporting Directly to the Board

By-Laws: Jan Simon made the changes we asked for re using Democratic Rules instead of Roberts Rules of Order. We will put this on the agenda for the Annual Meeting, when it needs to be voted on. The By-Laws Committee has time to look it over and make recommendations. The By-Laws committee will be invited to attend the January Board meeting. UUA is now using Democratic Rules.

Chief of Staff: defer to Executive Session

Denominational Affairs: Vote on Article II, reaction to the meeting; panel on GA experience. Jack and Pat did presentations on Article II, 17 attended. Will do three more sessions. Dec, Jan, Feb. Will vote in March. Rev Amy will do a service on this. Our vote will be visible to Search candidates and may influence their decision. Panel on GA experience will meet with Rev Amy on Nov 29th to talk about what to present.

Transition Team: no report

Personnel: Claire Harrison and committee revised the personnel manual. Bill made a motion to accept the revised personnel manual as amended in the email of Nov 2. Tom seconded the motion; the motion passed. The committee now includes Hector Malavé and Dave Lyon. The Board recognizes the new committee members. Personnel will check out the two job descriptions (Campus Admin and Marketing) to eliminate overlap. Need to decide if we need to train admin on PowerChurch. *A quorum was established. Steve made a motion that we create two part-time positions, a 20 hr/week Campus Administrator and a 12-hr a week Marketing Director. Pat seconded the motion. The motion passed.* Rev Amy and Kathy will get the job descriptions out. Resumes will go to Personnel, committee will get down to 2 or 3, Rev Amy will interview. Rev Amy will explore hiring from a temp agency with possible permanent hiring if wanted.

Health and Wellness: Covid is in the congregation, no change recommended for song after service.

Minister Search: "Safer congregations" policy needs to be on website per UUA. Rev Amy will give the information to the Search committee; the Board will approve so it goes in minutes and we can put on website. We need a policy that permits Rev Amy and Steve to have firearms. We need to document

safety inspections and maintenance work and keep a record of such. The Campus Administrator should maintain the log. We will conduct an email vote on this.

Strategic Planning: Bill emailed a report. A Fellowship Hall has been ruled out for the near future due to the expense.

Stewardship: no report

Bill Reynolds called the business meeting to order.

Approval of Minutes: Minutes of the October 12, 2023 Board of Trustees meeting were approved by email. *Tom moved that they be formally accepted; Steve seconded the motion. The minutes of October 12 were formally approved.*

President's Report: none

Vice President's Report: Everything moving relatively smoothly

Minister's Report: At UUCOV we will do a celebration of life for Jill Uzell, probably in January. Rev Amy will be at the Pride event Nov 18 from 10 am to 4 pm. Rev Amy will talk to Anne Harrison regarding the arrangements for a tent, etc.

Treasurer's Report: The budget for the 25th Anniversary luncheon in January pretty much broke even. We have an increase in reserves because we're earning interest in a Fidelity money market account. We opened a new Vanco account for special events (Right to Read). We will need Naomi to update the donation button on our website. A safety policy will be added to our risk assessment mitigation effort. Tom will take it back to Finance and come back in December. How much is the Board prepared to subsidize the 25th Anniversary luncheon in January? \$1500.00 suggested. Put deficit on Wish List or take it out of the Social Activities budget? *Pat moves that we accept Serena's budget as submitted, Steve seconds. The motion passes.*

Secretary's Report:

Steve moved that we formally ratify our vote by email to donate \$3,000 to the Right to Read event and to open a separate checking account for that purpose. Barb Gundy seconded the motion, the motion passed. A corporate resolution was provided to Tom Hartley, authorizing him to open the checking account for the Right to Read event.

Jack moved that we formally ratify our email vote to approve the Search Committee's proposed compensation package and contract for a new minister. Pat seconded the motion, the motion passes.

Thank You Notes were sent to Jean Barlow (coffee hour), Sally Erb (Connection), Linda Underwood, Marcia Smith and Barb Gundy (website), Mat-making group, c/o Janet Knudsen. No correspondence was sent. New thank you notes? Dave Williams Brad Hardin John Van camp for painting pump house. Thank you to Dave Williams for paying and installing storage cabinet. We received a thank you note for contributing to Right to Read funds. We will send a thank you note for large donation.

Old Business:

- *Right to Read event.* Steve and Tom met with John Van Camp to establish what documentation we needed. Matt McHugh says the permit process is being worked on. We need the permits in order to hire security.
- *Activities Director needed.* Rev Amy will mention It at Service. Need cultural change that attracts more volunteers.
- *Easement no change in status.* Atty has issues. Steve suggests we look for new atty. He gave the current atty two week to get back to him about whether he is able to continue. Jack will ask his son, who is an atty in Indiana. School is constantly using our field for little compensation. The road needs to be paved. Steve and Jack will negotiate with school after getting documents back from atty and come back to Board for full vote.
- Report on the cost and use of *PowerChurch vs. Breeze.* Breeze is \$70/mo, PowerChurch \$40/month. Finance subcommittee will explore.

New Business:

- *Wish list request* from Steve regarding Nokomis Area Community Association profit from their annual event that goes to fund summer camp scholarships for children. Coordinating Council approved the idea of putting it on the Wish List. Is this suitable for Wish List? Steve is withdrawing this item from the Wish List because Wish List items must be specific and tangible. Steve will discuss fund raising for this organization with Janet Knudsen, Community Outreach chair.
- *Annual meeting preparation.* Steve will have teams turn in their annual reports by the beginning of Mach. A Finance Committee report will be used rather than a Treasurer report.

Pat made a motion to enter Executive Session, Barbara seconded the motion. The motion passed.

Bill moved that we end the Executive Session and return to business meeting. Jack seconded, the motion passed.

Bill moved to end the business meeting, Steve seconded the motion. The motion passed.

The business meeting adjourned at 11:30 am.

Respectfully submitted,

Barbara Buehring
Secretary