

## UUFEC Board Minutes October 20, 2014

Attending: Jane Park, John Drury, Josh Ashley, Rece Howley, Karen Lauer, Kathy Roniger, Don Hawkins

Absent: Miriam Williams, Beth Reindl, Jane Montgomery, Jennifer Conroy

Guests: Dar Kayuha, Rev. Karen Matteson

The meeting was called to order at 6:32pm by President, Jane Park.

### Agenda Review

Josh wishes to add to the agenda – to move money from Religious Services to Religious Exploration to offer an honorarium to Connie Barlow for teaching RE classes. This would be in February, 2015 and a specific amount was not available. The Board tabled this request to a future meeting, asking for more specific, written information.

- Minutes review, Congregational Meeting of April 27<sup>th</sup>, 2014. Approved
- Minutes of June Board Meeting. Reviewed and approved
- Minutes of August Board Meeting. There was a brief discussion of Religious Services items and spelling corrections. Reviewed and approved
- Minutes of September Board Meeting. Revised to explain that the term “1.4 training requirement” referred to the sample template contract for interim ministry to more fully explain. Approved
- Minutes review, Congregational Election Meeting, October 19, 2014. Approved

### Committee Reports:

The Board reviewed the available committee reports.

Jane announced that the DRE contract for Annaliisa Wilson is completed and in place.

John Drury inquired about the possibility of hiring a web guru to help the Communications Committee set up a more functional website. The Board asked for more detailed information on the financial commitment.

The Facilities report mentioned that our building is left unlocked several times a month and that recyclables are piling up in the rear of the building. The Board referred this back to the Facilities Committee for resolution. Since Valparaiso does not pick up recyclables, each person is invited to help by taking a bag home for recycling. The Aesthetics Committee offered to make an announcement and sign to help remind us to recycle.

Jane announced that it is the recommendation of the UUA to suspend temporarily the Committee on Ministry (COM) during Interim Ministry, and we are adapting this recommendation to our unique situation of having just re-constituted UUFEC's COM, while entering a period of Interim Ministry.

The Board noted the excellent planning shown by the Religious Services Committee Report, but noted that the new board will set the date for the Annual Meeting next year. Also, Rev. Karen Matteson's future pulpit dates are not yet set. She will meet with RS Committee on specific dates.

Treasurer's Report:

Year-to-Date information was discussed and it was noted that income is running ahead of expenses, partly due to several months without a paid professional minister. The misunderstanding over the GIFT Program for 2013 needs to be resolved with the UUA. This was referred back to the Finance Committee.

Healing/Learning from Conflict

Jane presented a DRAFT version of proposed actions. A discussion to remove the "dark secrets" wording was agreed as not appropriate for new members. Another Fishbowl discussion was agreed as not needed at this time, even though some felt that those hurt by past event have not been heard. Rev. Karen Matteson suggested that a 2<sup>nd</sup> Hour session to talk about practical issues can also be used as a "listening event" to help healing. The Board was agreeable to this and she will get with Program Council to discuss further.

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Executive Session:

Jane requested input related to two issues that she is facing. The first concerns the Exit Interview process. It is standard UUA practice to conduct an exit interview after the departure of a minister, for the purpose of learning and self-reflection (similar to standard personnel practice when senior leadership changes). This is a non-public process, in which the Board and the exiting minister each respond to a list of questions created by the UUA (and share with each other as they desire). Jane Park feels uncomfortable facilitating this meeting/discussion. There was a suggestion that someone from Southern District (such as Maggie Lovins) may be available to facilitate.

The second related to a conflict that Jane had experienced, that related to her presidential duties.

Treasurer, Beth Reindl has missed the third consecutive Board Meetings. The by-laws state that board members missing three consecutive meetings may be removed from the Board as its discretion. A new treasurer, Stiles Thompson has been elected, starting in January. It was suggested that Beth begin transition training immediately with Stiles, who will be invited to the November and December Board Meetings. Jane Park will ask Beth to train Stiles.

Board adjourned at 9:05pm.

Submitted by Don Hawkins