

***Unitarian Universalist Fellowship of the Emerald Coast***  
***Board Meeting Minutes for July 15, 2013***

**Members Present:** Karen Lauer, Board President called the meeting to order at 6:30pm. Rece Howley, Beth Reindl Madrigal, Josh Ashley, Kathy Roniger, Ed Farley, Diane Gibson, Don Hawkins, all board members.

**Guest Present:** John Drury attended.

**Secretary's Report** – Karen Lauer suggested board minute change so that the formatting is more outline related for ease of reading with just action items listed and so the Secretary can participate with more ease of reporting. May minutes accepted as reported. June minutes accepted with a grammatical change.

**Treasurers Report** – Ed sent the report out for May and June prior to the meeting – there were a few changes in income due to yearly pledges being received and some annual expenses being paid.

Auction raised \$250.00, we had a returned check that may have caused issues with that the actual amount raised. It was for a substantial amount so the numbers aren't solid yet.

The question was asked if the committee liaisons had the authority to give the financial report to the committee chairs so they are aware of their budget restraints. The budget documents are available for anyone who is a member to review. They can be passed along.

Karen discussed the need to review the budget and that the finance committee will review that in six months.

We have the approved budget at \$130,341. Questions from last month clarified.

**Presidents Report** – Maggie Lovins and Connie Goodbread will be here August 23<sup>rd</sup> to August 25<sup>th</sup>. Friday evening will be a social gathering and Saturday will be fishbowl meetings again. Details are flexible as needs will arise and Karen will have more information closer to the dates.

Rece had a questions about feedback from Connie – are we going to get any. Karen clarified that there would be a contract needed to extend the conflict resolution issues. Discussion ensued about Connie providing a self-examination mechanism for us to establish other policies and procedures.

Kathy Roniger said she thought the UUA facilitators were going to provide some type of guidance for us. Diane suggested that she understood Connie to say that we need to spend time together deciding why we are here and what we are here for? What do we want for the fellowship? Some of the core values and decision as to what we needed weren't established. Amanda said she thought she would get some feedback – we have to “solve” the problem that has been unclear to this point.

Karen discussed everyone being correct. There are other resources and guidelines we can follow and have a part in. We need to encourage everyone to come Friday night and Saturday and participate in these meetings.

Karen discussed Religious Services. We discussed Board's Charge to Committees and what this means. She handed out some sample documents.

The board “charges” a committee with something (i.e., a task- committee, please have xyz done by 123). Need for the board to communicate what the congregation expects from the committees (i.e., Religious

Services is going to have a schedule out for two months and planned and documented on the calendar) and assist the committees in completing those goals as needed.

Karen wants to put together an ad hoc committee to charge the Religious Services committee with a vision of what their responsibilities are. Board identifies what the congregation needs and what they are expecting from the committee and what the vision is.

Don Hawkins, Amanda Piburn; Diane Gibson and Karen (ex officio) will be on this ad hoc committee to charge the RS Committee with as a vision and or mission.

**Circle of Respect – CORE** – Kathy Roniger attended and Chris Larson is the facilitator. Diane and Rece attended as well.

Kathy stated that the board and minister must endorse a core service. Chris Larson (CORE Chairperson) is proposing that the CORE group make this open to the congregation.

The board should endeavor to make communication mediation training services – obtain mediation services and a team of trained mediation service leaders ready to mediate. Once we have the training and have the mediators of our own we can provide the congregants with mediation and turn this into a positive opportunity for growth and positive communications.

We could have “Chalice Lighting” seminars presented on Saturdays. We charge a fee for these of maybe \$10 and that income goes to offset the expense of the training. We can offer retreats and other events. We could have “Peace Advocacy” facilitation. Become a “Peace Sanctuary”.

Diane spoke about her understanding of the CORE group. She understood that this would be a Saturday services and/or communication seminar and/or mediation session. Diane was surprised that this was presented as being approved by the board. Everyone took a few different things from the Committee meeting and it was a good start.

Josh also spoke on the CORE Committee and that Chris discussed some details at the program council meeting. May or may not be a second hour thing. She may try to do as a “Friendship Circle” for mediation.

Beth discussed that she was there at the program council meeting when Josh discuss this with Chris and she brought it to the meeting. It was understood that it was a second hour event at that time. Is it a second hour event as a Friendship Circle? Is it a Saturday event or is it a long-term event involving mediation and training?

Everyone had a different take on the group. This is all the job of the program council and that Josh will handle this in the committee and as that committee chair.

**CMC Report** – No report.

**DRE Report** – Some new children in the classes this month. The new families that attended did so on a day that there was no story for all ages. There were two new families that day. We are still carrying on with the curriculum that will carry us through the fall. Many procedural documents are being discussed within the committees and formulated to track attendance and other records in RE.

**Minister’s Report** – No report, Reverend Rod is off for professional leave.

Rece discussed a Minister's Review and why it hasn't been done. Don Hawkins said he has had several performance reviews. Kathy asked if there was a record of the assessments and Karen said she could investigate that. That could also get into human resource issues. Kathy asked if she could see them.

Karen says CMC is looking for best practices of the congregation of which the minister is a part of. UUA says that an assessment should not be done during a conflict. Clarification is needed on these issues.

### **Committee Reports**

**Religious Services** – Amanda discussed the need for speakers and contacts for speakers and service leaders. Rod is off on Professional leave and he was going to find speakers. Communication issues ensued and we had a bad experience on July 7<sup>th</sup> as the service leader wasn't at the fellowship on time and problems ensued.

Kathy asked if there was a way that we can go about covering the service that day if someone does not show up and nothing is provided as a service for the day. Karen stated that the minister is responsible for the services and that he was on professional leave and that the services are not covered while he is on leave. July 28 didn't have a speaker. She discussed the need to have a schedule for these services at least a month in advance so that the music and leader and planning be done ahead of time.

It was stated that we need to have an open discussion when Rod is present about the issues of freedom of the pulpit and how we can communicate what our expectations are as a congregation. The coordination between the music and the service seems to be problematic at times and some things do not feel cohesive.

**Program Council** - Josh talked about programs and passed on time

**RE Report** – Beth gave DRE report to include RE – passed on time

**Facilities Committee** – Don Hawkins gave report for Fred. We need volunteers for playground and arbor as all the materials have been purchased and ready to be installed. Maple tree in the Memorial Garden died ☹

**Aesthetics Committee** - Karen discussed progression of Scotty's Library and that she has been looking for bookshelves for the library. Some have been purchased and progression is being made.

**Membership Committee** – Ed gave report for Shar. She is designing a new program for membership. New members – several people are joining and one considering dropping out as we may not be the right fit for them.

Ed requested that we post information about the Facebook on the WICK – how to join and like us on FB.

Karen talked about the updates to the website and that we are going to have a meeting in August of all the committee chairs. Planning how chairs will communicate with communications.

**Food Fun and Fellowship** - Diane gave the report about the picnic on July 4<sup>th</sup> and said that the fellowship made \$376 above the expenses. Attendance was approximately 30 people.

Music Ministry – Amanda is liaison. She communicated that Cecile said that she would love to go to the UU Musician's network. She suggested that we should consider sending her to the conference for training. There is also a supplement to the Hymnal that is more modern.

Karen closed the meeting so the board could go into executive session to discuss confidential issues. John Drury left the meeting.

### **Executive Session for the Purposes of Election**

Micah was not in attendance so he gave the report to Karen. There were three nominees who agreed to be on the board. The board elected Lauren Boyer to sit out the rest of Derek Redding's term.

Lauren Boyer will be our new board member. Karen will have Micah contact Lauren to let him know he is our new board member who will fill Derek left over position for the next five months.

Meeting was adjourned at 8:21pm.

Democratically Submitted by Beth Reindl Madrigal, Board Secretary