

June 18, 2018

## **UUFEC Board of Trustees Meeting Minutes**

### **Attendees:**

#### **Officers:**

President	Gil Brown
Vice President	Julie Winfree
Treasurer	John Holt
Past President	Josh Ashley

#### **Members-at-large**

2018	Winky Sweet
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Invited speakers: None

**Quorum: Yes**

**Type of Meeting:** Regular

**Check-in and Agenda Review**

### **OLD BUSINESS**

- Minutes from 5/21/18 meeting were approved in e-vote, and already are posted online.
- One Hopeful Place

Consideration of changing one of our Sundays to fund them. John has sent a letter to FWB Sharing and Caring to ask the value placed on UUFEC donations. No response to date. He will keep working on this.

**Treasurers Report:**

No report presented

## Committee Reports

Caring Committee Reece Howley: Liaison: Amanda Piburn

The Caring Committee members recently helped congregants in the following ways:

- \* Visited them at their homes
- \* Took them meals
- \* Is coordinating a relocation from a house to an apartment
- \* Aided a congregant who had fallen and couldn't get up
- \* Is assisting a congregant in acquiring VA pension benefits
- \* Is assisting a congregant in surrendering VA insurance
- \* Helped with kitchen chores
- \* Accompanied congregants to doctor visits
- \* Assisted a congregant in hiring a certified nursing assistant part time.
- \* Contacted a troubled congregant to offer our help

COM Committee Chair: Kathy Roniger: Liaison: Josh Ashley

The COM met on June 7, 2018.

**Stiles agreed to work with John Holt on gift acceptance policy.** As of this date, he has met with John and begun work on this policy.

The COM discussed how gifts should be submitted. It was determined that most gifts should go to the board (not including small gifts such as supplies, etc.)

**Jane will look into the necessity of a locked file in the minister's office for COM records.** COM will need to discuss who will have access to the locked file. May wait for new minister to get his input.

COM is responsible for doing an evaluation review with the minister. We will set up after he arrives.

Jane noted that a copy of Rod's exit interview should be given to new minister. Gil will ask COM which version(s) of the Exit Interviews we have on file: Rod Debs' Exit Interview and/or the UUFEF's Exit-of-Rod-Deb Interview. (UPDATE: Jane indicates that we have the exit interview conducted by UUFEF; There is no exit interview from Rev Debs)

The COM thought we needed some policy related to confidentiality and church documents/records. For now, we thought confidential documents should be available to the president and to the minister. Confidential documents refers to personnel files, COM records, and we identified one additional document: the "Exit Interview" that members of the 2014 Board completed regarding Rev. Rod's ministry.

Maybe we'll get a fancier policy later — but we would like a quick "ok" from the Board to proceed under this understanding, if it is acceptable. The Board agreed with this request, and the board added a stipulation that: the Board will have access to relevant confidential documents if voted for by the majority of the Board.

In keeping with past practices, COM will not meet during the months of July and most of August. COM's next meeting is scheduled for August 23, 2018.

Communications Committee Chair: Jane Park; Liaison: Julie Winfree

Communications work over the past month:

- Weekly ENews, with help from Marion
- Working with Chris Jordan to make sure the website is up to date. In the last month, Chris, Shar and I worked to highlight the "Out of the Box Sundays, through new link from the home page to a special page about summer programs. Ed maintains the FB page and yahoo list-serv.

A few other goals:

- develop communication policies for the Board's consideration.

- Identify 1-2 other church members who can do the E-News. Ideas welcome. It needs to be someone who has 1-2 hours Friday mornings most weeks. It's pretty easy.

Facilities / Buildings & Grounds Committee Chair: Fred Boyer; Liaison: Winky Sweet

UU FEC Activity Report 15 June 2018

1. On 23 May, Bill & Kathy White finished steps and landing in playground. A decision is pending on remediation of playground equipment.

2. The Aesthetics committee met on 15 June to consider priority of cosmetic changes. The minister's office furniture was reoriented per his request .

3. Lilly Pads has "promised" to buy four 12 ft pews. Unfortunately, we are still holding.

4. We have rats in the basement. A pesticide and traps have been installed to deter them. Traps in sanctuary have been ignored. Holloway Roofing has been asked to bid in soffit repair, but they have not responded. Sealing the basement will be virtually impossible without great expense.

5. Gil has recommended a round-table discussion regarding our vacant lot near the traffic light. No date has been set.

IN PEACE: Fred B. Chair, Bldg & Grounds.

Addendum from Gil:

- Fred is checking to see what the 'Right of First Refusal' entails.

- We need to know what groups are using our building: Fred will work on this for future reports. Gil has reached out to Micah to see if he can keep our calendar up to date as well.

- The Board of Trustees will review the facility calendar at the monthly meetings.

Finance Committee Chair: Elisabeth Ashley; Liaison: John Holt

Finance Committee did not meet

Food Fun & Fellowship Committee Chair: Jan Mullins; Liaison: Jan Mullins

Will be working on the Welcome celebration of our new minister. Gil observation: FFF activities are perfect activities for people who want to just be in charge of a single project. Same thing if we had a Social Justice Committee

Membership Committee Chair: Denny Lauer; Liaison: Amanda Piburn

No report submitted. Denny and Jane are discussing transition of chairpersonship: UPDATE: Jane will take over as chair for Membership.

Religious Exploration Committee Chair: Stephanie Marshall; Liaison: Jan Mullins

No formal report.

RE Chair: Amy Weisburg has agreed to cover for the summer months and then Sheena Guthrie will consider taking over in the fall.

Religious Services Committee Gil Brown acting Chair; Liaison: Winky Sweet

RS COMMITTEE discussed the following at our last meeting:

- We still need an RSC Chair. **UPDATE: Brian O'Connell has agreed to be the new RSC Chair.**
- We have speakers lined up through August (calendar to be provided at meeting)
- **OUT OF THE BOX SUMMER:** Shar continues to build an amazing summer Sunday Service curriculum.
- We are working to see which services are multigenerational
- We are exploring changes to our Sunday Morning Service Structure including changing the way Joys, Milestones and Concerns and Announcements are presented

**Endowment Committee** Chair Judy Byrne Riley; Liaison: Josh

No report submitted

Endowment members:

Interim member, John Holt – for position ending in 2021

Interim member, Josh Ashley – for position ending in 2022

Judy Byrne Riley: Term ends in 2018

Stiles Thompson: Term ends in 2019

Interim member Karen Lauer: Term ends in 2020

**Growth Team**

No report this month.

**Bylaws Committee**

No Report Submitted. This was just created at the May BOT meeting and includes Julie Winfree and John Holt. Should probably have a non-Board member on this committee.

John will insert a request for member input in the wick and e-news.

### Nominating committee

Chaired by Josh Ashley and composed of Winky Sweet and still-to-be-selected 3rd member. "The committee will advertise upcoming elections three months in advance and solicit recommendations from the membership". **UPDATE: Gil asked Sandy Fowler to consider this, and she is tentatively willing to do this.**

### NEW BUSINESS:

#### Doak Welcoming

- Doak arrives July ~20th/21st.
- First Service at UUFEF is Aug 5th.
- Need to plan welcome party
- 'New minister Workshop' for the end of 2018/early 2019
- Winky will check on the availability and comfort level of Turkey Creek as a possible venue for the party. **UPDATE: Winky checked out Turkey Creek Pavilion and it was unbearably hot. Therefore, after discussing with FF&F we will tentatively plan for the welcoming for Doak and Peggy on Thurs, Aug 2<sup>nd</sup> at 6 pm at UUFEF.**

#### Building and Grounds Insurance Rider

The Board had decided NOT to purchase the "act of terrorism" rider on the building and grounds' existing insurance policy. This rider would require addition money (approximately \$150 for the year). The Building and Grounds is already covered for acts of vandalism on the policy.

**The Board agreed on the date for the October Congregational Meeting to be October 28<sup>th</sup>. The last Sunday of the month.**

**Next Board Meeting: July, 16, 6:32 PM**