

UUFEC Executive Session and Board Meeting Minutes 18 August 2014

EXECUTIVE SESSION

In Attendance: Jane Park, Jane Montgomery, Miriam Williams, Beth Reindl, Kathy Roniger, John Drury, Rece Howley, Josh Ashley, Don Hawkins, Karen Lauer, Jennifer Conroy

Opening Reading: Miriam Williams.

Karen Lauer volunteered to accomplish next month's reading.

Jane Park recapped process of gathering congregational desires for future of UUFEC and board agreement to look at the single current candidate for the ministerial position during this meeting, asked if board had any questions on process.

Board members reviewed the candidate's resume and qualifications in light of church's mission and congregation's vision for the future.

Don Hawkins moved that Jane Park complete a telephone interview with the candidate and, if the candidate satisfactorily answers questions about residing in the area for about a year, invite the candidate to Valparaiso for an interview. Beth Reindl seconded.

Friendly amendment to schedule both the telephone and potential interview as soon as feasible accepted.

Vote: President abstained; all others in favor; motion carried.

Josh Ashley moved that the President accomplish the previous motion while keeping expenses within the limits of the ministerial pay package. Jennifer Conroy seconded.

Vote: All in favor, president abstained, Motion carried.

Jennifer Conroy moved that President, vice president, and past president or another member of the executive committee comprise the interview team. Beth Reindl seconded.

President abstained, all others in favor. Motion carried.

President Jane Park stated that we want to keep the discussions as open as possible but don't want to name names in an open meeting. Do we want to continue the discussions now and do we need to discuss the people?

Jennifer Conroy stated we need to move forward and get folks elected.

Josh Ashley suggested for future COMs that we choose COMs in November. Jennifer Conroy stated that this first year could tack on an additional month or two to set the appropriate nomination schedules.

President noted the potential candidates for COM.

Discussion: COM members, when chosen in September, will be ineligible for running for the board in October.

A member sent an email telling next week's speaker not to speak with the threat of protests during his speech. Board discussed freedom of speech versus dignity of the individual (we don't know what they truly intend to do); reputation of the church, and what behavior is expected in order to remain in covenant. Consensus as a board is that we don't have to react to the threat of future rude behavior; as individuals we can speak to the individual threatening to protest.

Karen Lauer stated DRE has been working without a contract for five months. The advertisement for the position to include 4 weeks of vacation, Karen recommends we honor the advertisement. If we accept the 4 weeks of vacation, we can suggest a commensurate number of weeks leave without pay if vacation time is exhausted and if a temporary replacement is available.

Jennifer Conroy asked how much if any leave the DRE had taken since taking the position. Josh Ashley asked if the paid or unpaid leave accumulates each year if unused. Beth Reindl noted that we don't appear to have records tracking DRE's work hours. Josh Ashley suggested saying leave without pay for DRE can be negotiated on a case by case basis.

Jane Park asked if the board is amenable to Jane Park and Karen Lauer working this issue together. The board indicated unanimous consent with no objections or concerns noted.

Discussed extent of confidentiality of members' names for actions taken via Disruptive Behavior Policy

BOARD MEETING

In Attendance: Jane Park, Jane Montgomery, Miriam Williams, Beth Reindl, Kathy Roniger, John Drury, Rece Howley, Josh Ashley, Don Hawkins, Karen Lauer, Jennifer Conroy

Other Attendees: Dar Kayuha, Chris Larson

Jane Park recapped executive session for attendees.

AGENDA REVIEW

Agenda accepted without comment or objections.

REVIEW OF MINUTES

Jennifer Conroy moved to accept the Congregational Meeting 2013 and 14 July 2014 minutes as amended. Beth Reindl seconded. All others in favor, president abstained, motion carried.

REVIEW OF COMMITTEE REPORTS

No questions on committee reports.

Religious Services Requests

Chris Larson asked for clarification on how far out to plan. Jane Park suggested that we plan for two Sundays a month starting in November at the earliest. 19 October definitely needs to be scheduled.

Chris Larson asked for about \$200 a month to cover for paid speakers. Josh Ashley said that Elizabeth Ashley said wait until Services Committee funds are exhausted instead.

Jane Montgomery moved that finance committee and religious services can communicate and take care of religious services committee needs. Miriam Williams seconded.

Vote: President and one member abstained, all others in favor, motion carried.

Request for Report from DRE

President requests that DRE present a brief 4 line report for each board meeting that includes attendance levels.

Clarification of Human Resources and Responsibilities

Karen Lauer passed out a revised version of the document, "UUFEC Nominating Committee: Policies and Procedures." Board members expressed concern to ensure mail in ballot request deadlines and other deadlines are quickly and clearly communicated to the congregation.

Treasurer's Report

Financial Reports

June actual to budget

June Year-to-Date actual to budget

We want to know how much is designated for reserves, line items for specific needs and funds. Requested a date wherein all documents are effective as of the same date. Beth Reindl stated that the reports will be synced the month before.

Karen Lauer stated that the endowment fund amounts need to be clearly identified as such in the opening paragraphs of the report.

Don Hawkins stated it appears that we have moved money from cash accounts to money market accounts at Wells Fargo.

Beth Reindl stated that cash disbursements are occurring with the Wells Fargo Endowment accounts. even if it's not showing in our accounts. Jane Montgomery said that they look at it quarterly. Josh Ashley stated he wanted to hear from the endowment committee on this activity to explain the disbursements and ensure it was the accountant withdrawing the maintenance fees.

NEW BUSINESS ITEMS

Josh Ashley moved to have the 19 October 2014 meeting for the congregational meeting and election day. Beth Reindl seconded.

President abstained, all others in favor. Motion carried.

Jane Park stated she had summarized discussions and conclusions from Board mini-retreat and we can look at them at the next meeting.

Jane Park adjourned the meeting at 2105.