

## **UNITARIAN UNIVERSALIST CHURCH OF CHEYENNE**

### **BOARD OF DIRECTORS MEETING MINUTES, Tuesday May 9<sup>th</sup>, 2017**

Present: President Lynne Weidel, Vice President Camellia El-Antably, Treasurer Paul Howard, Secretary Natalie Vernon, Members at Large Hailey Ellingham, Garth Shanklin (by phone), Past President Birgitt Paul.

Guests: Rev. Audette Fulbright, Carol Bowles from Committee on Shared Ministry.

**1. CHALICE LIGHTING:** President Lynne Weidel called the meeting to order at 6:20pm in the Church Library.

#### **2. CONSENT AGENDA:**

The Consent Agenda is as follows:

- April Board Meeting Minutes, Special Congregational Meeting Minutes to Call Rev. Hannah, (April 30) and Additional Board Meeting Minutes to Approve the 2017-2018 Budget. (April 23)
- Staff Reports
- Minister's Report
- Financial Report, March 2017
- Appointment of Ken Vernon as UUCC Delegate to General Assembly 2017 (no cost)

Camellia moved to approve the Consent Agenda, Audri seconded this motion, and the Consent Agenda was unanimously approved.

**3. CONGREGATIONAL MEETING AGENDA:** This meeting will have a lengthier agenda than usual.

- Annual Report, including Board of Directors, Leadership Development and Committee on Shared ministry. Goals from Retreat Work.
- Addendum on the Sanctuary Congregation vote, this will include the Resolution prepared by the Sanctuary Committee
- Summary of Cottage Conversations
- Budget Approval
- Committee Reports
- Slate of Officers up for Vote
- Change to the by-Laws: increase to 2-3 years for a COSM Term

**SANCTUARY RESOLUTION;** Usual Annual Congregational Meetings require that 25% of the Church membership be present. Actions taken depend on a majority of those present for the meeting. This meeting will have one vote which is a Resolution, and has different rules. We need 59 positive votes to pass the Sanctuary Church Resolution. Absentee votes are permitted for this vote and will count towards the 59 or above, but these ballots must be handed in before the live vote takes place. Church Administrator Shelley Reher will prepare these ballots and have them available. The Ballots must be hard-copy, and signed. The Board voted in special permission for the new members welcomed on May 14 to be able to vote; the usual 1 month waiting period is waived.

Audri, Paul and Camellia have volunteered to count ballots; absentee and live.

In her presentation, Lynne will mention accomplishments and thank people who went above and beyond this year; the Search Team, Negotiating Team, Finance Team, Garth and Mike Kerchner re: the Lighting Project, Religious Education.

**4. MEMBERSHIP ISSUES;** Due to some difficulties with the membership roster encountered when preparing to call Rev. Hannah Villnave, Camellia volunteered to go thru the membership book and related documents and establish an accurate list, as well as written procedures for becoming a member and leaving membership. Membership Committee will send the Board a list of members. Shelley will post procedures for becoming a member as well as leaving. Issues related to membership requirements such as pledging were also discussed. Camellia plans to discuss this with the Membership Committee, and then bring results of that discussion back to the Board.

**5. a. FUND RAISING COMMITTEE:** We determined that we need a Fundraising Committee separate from the Finance Committee, although a member could serve on both. Having a leader will make all the difference. Possible leaders were discussed, and will be asked by Board Members if they are interested. This committee will report to the Board.

**5. b. LIVING GENEROUSLY CANDIDATES;** We determined that this team needs to be in place so that when Rev Hannah starts on Aug. 1<sup>st</sup>, the team will have already started. Names were discussed, and people volunteered to inquire.

**5.c. LEGACY GIFT MATCH:** The Investment Committee will evaluate this opportunity and how to pursue it. Paul will bring it up at the Congregational Meeting. Mike Shonsey will be asked to be available to answer questions. This issue is time sensitive as matching funds are generous but limited.

**6. TRANSITION PLANNING:** Rev Audette will look into local Ministers who might serve as back-up for emergencies in the month of July, after Rev. Audette leaves and Rev. Hannah

begins. We will need to put a Fellowship Team in place as a Resource for Rev Hannah, to join the Board in giving her feedback, support and guidance. Rev. Hannah should choose a few members of this team.

Rev Audette discussed what will be happening with her remaining time:

- Make sure Worship Team is ready for July
- Get list of back-up Ministers for emergencies, weddings and funerals.
- Conversations with Teams about what they might need from her.
- Pastoral Care
- Preaching
- Managing staff

**7. End of Year Celebration and Goodbye to Rev Audette, Rob, and Ani!!** This will take place on June 11<sup>th</sup> after the Service. Audette will work with the Worship team on the content of this special service. Birgitt will head the celebration team re: events, vegetarian food theme, etc.

**2016-2017 FINAL BOARD MEETING:** This will be a potluck held on the Patio at Camellia's house. Dinner first and then a Board Meeting.

**CHEYENNE'S 150<sup>TH</sup> ANNIVERSARY:** There will be an Interfaith Service on August 6<sup>th</sup>. This will be Rev Hannah's first service, so we need to ask what she would like to do. Gayle Roberts will be representing us on the Planning Committee. There will be an opportunity to have tables, booths, etc. Hopefully the newspaper will interview Rev. Hannah around this time.

**EXECUTIVE SESSION: 8:00-8:30**

Important Dates to Remember:

May 21: Annual Congregational Business Meeting, 12 pm after the Church Service

June 11<sup>th</sup>: Special Service, Goodbye with Thanks to Rev Audette and Family

June 13<sup>th</sup>: Last Board Meeting, Dinner and Meeting at Camellia's

June 18<sup>th</sup>: Rev Audette's Last Service

June 21-27: UUA General Assembly, New Orleans, LA.

Respectfully submitted with a request for Review and revisions by Natalie Vernon, Board of Director's Secretary, May 16<sup>th</sup>.