

## ***UUCC Board of Directors Meeting***

Tuesday, October 10, 2017, 6:00-7:45 pm

Present: Camellia El-Antably: President, Hailey Ellingham: Vice President, Paul Howard: Treasurer, Natalie Vernon: Secretary, Sleeter Dover, Audri Mata, and Garth Shanklin:Members at Large, Lynne Weidel, Past President. Also Present; Rev. Hannah Villnave.

Camelia opened the meeting with a Chalice Lighting, a reading from Rev. Hannah, and a simple check in by those present.

### ***CONSENT AGENDA:***

- a. Agenda for October Meeting
- b. Meeting Minutes: September 9th Board Meeting
- c. Staff Reports
- d. Financial Reports
- e. Committee Reports

Lynne made a Motion to accept the Consent Agenda as is. This was seconded by Paul, there was no discussion, and the Motion was passed unanimously

### ***OLD BUSINESS: DFD SEARCH AND STAFF TRANSITION UPDATES***

The Search Committee has found a candidate to replace Marcie Smith when she goes on parental leave. Rev. Hannah will meet with the Compensation and Benefits team to establish a contract for employment for this candidate. The contract then comes to the Board for approval. The Board's vote will thereby be of the Contract and Employment package. A special Board Meeting will be called on a Sunday before or after the service to vote on this Contract and keep the process moving.

Marcie Smith and Rev. Hannah have been meeting to discuss how the Music Position will be held for the 2 months Marcie is on Parental Leave.

Please direct and questions about these transitions to Rev. Hannah

### ***BUILDING USE COMMITTEE:***

The Building Use Committee consists of Jim Gaulke, Sharon Kelly, and Carol Bowles. They will be working on a plan about resources in terms of how church space will be used and for what activities, including what is set aside for sanctuary.

### ***CREDIT CARD AUTHORIZATIONS:***

Paul made a motion suggested by the Finance Committee that we consolidate our bank needs at Bank of the West, and that the two people authorized to use the new card are Sharon Kelly (\$2000.00 for supplies) and Rev. Hannah (\$3000.00 for Ministerial Discretion). Said motion to approve the above changes was seconded by Natalie, and passed unanimously without discussion. We will also cancel the Church's Sam's Club Credit Card.

### ***BOARD SUNDAY ANNOUNCEMENT PROTOCOL:***

To make Sunday mornings run smoothly, anyone wishing to have an announcement made at the beginning of the Service should submit the content of that message to the Board no later than Sunday Morning at 10:00 am. This should be typed or LEGIBLY hand written. There will be a Mailbox labeled "Announcements" in the Office hallway for this purpose. This will also be announced on Sundays until the process is established.

### ***SAFE CONGREGATIONS TEAM:***

A current draft of the guidelines for Sanctuary Guests was provided. This is in draft form and will be finalized with input from the Sanctuary Team.

***BUILDING USE/ISSUES TEAM:*** Garth reported on the roof repairs needed at the church. The repair needs are divided into three zones, as well as a small repair. The small repair was critical and has been authorized. The larger zones will be on the Board's wish list as we look for a way to fund this.

### ***RETREATS:***

There will be a workshop on October 11<sup>th</sup> at UUCCC with Sarah Shure who is our primary contact in the Mountain Desert District.

There was a review of the goals established for the groups that attended the Leadership Retreat on Sept. 23 and 24<sup>th</sup>. Camellia is planning to type up the lists of goals per group and send them out by email.

***NOV. BOARD MEETING:*** For our next meeting a need has been identified to address a process for people who see a need of the church, and just (generously) go make a purchase. We need to clarify the process for funds being spent, and whether this always needs to go thru the Finance Committee. We plan to dig more deeply into this issue, under the larger

umbrella of the level of cohesion and strategy about how our resources are used. Hailey will be looking into the Wall of Wine Fundraiser, and Camellia will contact Joe Corrigan re: The Service Auction.

***Important Dates:***

Oct 11: Start-up Workshop with Sarah Shurr

Oct 12: Potluck and Letters of Support for Sanctuary Guest

Oct 13,14<sup>th</sup> MDD Youth Convention and Annual Meeting, Boulder Unitarian Church.

Nov. Board Meeting Nov. 14<sup>th</sup>.

Nov 18<sup>th</sup>: Developing Skills as a Board of Directors, Foothills UU Church