

UUCC BOARD OF DIRECTORS SPECIAL MEETING

Sunday, November 18th, 2018, 10:10-10:20 am.

Present: President: Hailey Ellingham; Vice President: Caroljean Bongo, Treasurer: Garth Shanklin, Members at Large: Mike Kercher, Phil Stump, Gene Heater, Rev. Hannah Villnave

Meeting called to order by President Hailey Ellingham at 10:10 am.

The Members discussed the proposed changes to the PTO Policy forwarded via email on Fri., Nov. 16 by Rev. Hannah from the Church's Compensation & Benefits Committee. The email included a proposed employment contract for services for the interim Administrator position. Rev. Hannah quickly presented the proposed PTO policy changes to the Board members. The primary change is the PTO allowance at hire from ten days to twelve days per year simplifying the PTO accounting procedures. The policy explains how PTO is used and how PTO is prorated for a mid-year hire or for a contract termination.

No. 1 Motion: Garth made a motion to accept recommended PTO policy changes (within "Summary of UUCC Employee Benefit Programs" emailed from Rev. Hannah). The motion was seconded by Caroljean and passed unanimously.

No. 2 Motion: Garth next made a Motion that the Board approve the hiring of Tori Mizell as the interim Administrator approving the proposed contract for services. The motion was seconded by Gene and passed unanimously.

UPDATES and REPORTS:

President Hailey Ellingham asked the Board members to briefly describe any potential proposed agenda items for the upcoming Board meeting. Hailey attended a recent Financial Committee meeting and will be drafting three potential Board motions.

Mike discussed his proposed report to the congregation on the roof repairs. Caroljean spoke about her work on the previous Board meeting minutes to be presented for approval at the upcoming Board meeting. Gene spoke about reviewing the Church's policies and procedures and the Board considered differing methods for reviewing and cleaning up and clarifying the written policies and procedures.

ADJOURN: Hailey adjourned the meeting at 10:20 am.

Respectfully submitted for review by Phil Stump, At-Large Member, via email on Nov. 20, 2018. Corrections/edits welcomed.

IMPORTANT DATES

Next Board Meeting November 27, 2018

WinterMart, Dec. 14 and 15th, 2018

Leadership Offsite, Jan 11th and 12th, 2019

Service Auction. Feb. 2nd, 2019

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