

UUCC BOARD OF DIRECTORS MEETING – Aug. 27, 2019 MINUTES

P. Stump

Present: President: Caroljean Bongo, Hailey Ellingham, Garth Shanklin, Bob Weinland, Mike Kercher, Phil Stump, Camellia El-Antably, Gene Heater, Reverend Hannah Villnave
6:05 PM

Meeting called to order by President Caroljean Bongo at 6:05 pm.

CONSENT AGENDA:

- Approval of the Agenda for today's Meeting
- Approval of corrected Meeting Minutes from July 23, 2019 Board meeting.
- Staff Reports and Committee Meeting Reports
- Treasurer's Report for June 2019 and July 2019.

Gene asked about the Faith Development budget and the larger expenses in July. Camellia explained the costs for the July were larger because of summer camp supplies and the purchasing of tablets. The Financial Committee will also review this and she believed the extra expenses are front-loaded and will not continue at this same pace.

Hailey made a motion to approve the consent agenda and Bob seconded. **The motion passed unanimously.**

Old Business and Updates

Mike Kercher reported on the No Hate in Our Town. The initiative will be a 2nd hour church activity with Abbey's involvement. This piece of Old Business will be removed from the agenda for September's board meeting.

For the contracting process with the Feminist Leaders for Reproductive Justice Program, Rev. Hannah explained Rhonda's review of contract and requesting that Auburn Seminary change the arbitration venue clause to Wyoming instead of New York. We were unable to have anyone with Auburn Seminar review the proposed change to Wyoming. Rev. Hannah spoke to Rhonda about UUCC's risk based on leaving the venue location in New York. Rev. Hannah explained the compensation for the event likely exceeds the risks of going out-of-state for arbitration with arbitration costs being significantly less an actual court case.

Within the contract UUCC will receive \$10,000 for providing access to 20 people for meeting at the church periodically for training sessions occurring between Aug. 19 and Feb. 2020. UUCC will also rely on existing and established communication methods to announce and help promote the training.

Camellia made a motion to approve the contract with the Feminist Leaders for Reproductive Justice Program and Garth seconded. **The motion passed unanimously.**

Phil reported that the concrete pour for bike rack occurred in Aug. with Bob Twyford hiring his own contractor. The next steps are following up with the installation of the actual bike rack.

Camellia explained the progress of reviewing the UUCC's policies. Gene is working with Tamra to get policies posted to the Church website. Camellia said the Financial Policy Review Committee sent the staff credit card policy to Financial Review Committee. Joey is completing a priority list of current financial policies that need to be reviewed. Once all the policies are gathered they will be kept in one location in hard copy and on the church computer to avoid having various policies stored in different locations.

Bob and Hailey had reviewed the church Building Use Policy with an effective date of July 1, 2014. Rev. Hannah explained that the Board approved a Dec. 2017 Building Use Policy at the Jan. 2018 Board meeting. One of the changes was removing the liaison position as well as other changes.

Bob explained the review he and Hailey had completed. If alcohol is provided during an event, UUCC's liability of someone being injured after leaving the church needs to be determined. Hailey will ask Church Mutual to determine if we have coverage for this. Gene and Rev. Hannah will look for the 2018 revision of the building use policy approved by the Board. A new Building Use Agreement will need to be signed by the ongoing groups that are meeting in the church. Tamra will be following up to do this once the policy is amended.

The Fall Retreat is coming up Sept. 13 and 14th meeting at 5:30 pm on Fri. for Potluck. We will meet at 9 am on Sat.

For Mission statement work Sarah Gibb-Millspaugh will be doing a 4 to 6 hr. workshop for the congregation on Nov. 9th with Cottage meetings (6 -12 people) in October prior to the November workshop. The Board and COSM was involved in previous mission statement work. The expected finish date is in 2019.

Rev. Hannah said that the Music Director interviews are being scheduled. She said there were several applicants for the open position.

The congregational update will be emailed out to the congregation in early/mid-September and a plan for a congregational Q&A session during second hour church on September 29th was discussed.

Phil reported that the Financial Review Committee is off to a good start.

New Business

Mike Kercher reported on his attendance at the last COSM meeting. He said the Committee is reviewing the Share the Plate Project and is planning on forming a separate ad-hoc committee to be formed to take over the responsibilities of Share the Plate. This new committee would report back to COSM. COSM expressed a need to talk about the Share the Plate at 2nd hour to try to identify members who can help take over the program next year. COSM also requested a general overview report on every quarter of the church's financial conditions be produced and made available for the congregation. The next COSM meeting a Board member will be attending is Thurs. Oct. 24, 6:30 – 8:30 pm.

Caroljean will be doing a welcome schedule for Oct. thru Jan. 2020 that will be sent out by Tamra.

Gene passed out the Sun. Count and documentation which was updated in Aug. 2019. The new Count procedures is described in a black clipboard. The clipboard includes both a bag for all the collection envelopes completed by each Board members and a larger envelope that contains the small collection envelopes. The process is explained in a laminated sheet.

A church stakeholders group will be reviewing and doing surveys to do the review of the 2nd hour. A couple of meetings will be planned in the next few months with members from each of the Committees. Mike K. will be the board member on the committee.

Mike K. is heading up Rev. Hannah's renewal/evaluation for the last year. The executive team will do the renewal paperwork in the 1st 2 weeks in Oct. There is a potential for Board to meet on Oct. 13 after service to review.

The Church will be advertising for the bookkeeper position to be hired as a Church employee. Compensation & Benefits Committee reviewed the position. Joey, Camellia, and Rev. Hannah will be on selection Committee. Caroljean formally appointed the Committee members.

Garth moved to adjourn. Camellia 2nd.

Action Items (below): FOR THIS BOARD MEETING.

1. Mike Kercher to contact Mike Shonsey and Bob Twyford about the bike rack.
2. Hailey will call Church Mutual regarding liability.
3. Hannah and Gene will look for the Building Use Policy that was updated in early 2018. If found, it will be emailed to the board, and Hailey and Bob will review it.
4. Camellia will talk with Paul about some kind of regular financial update for the congregation
5. Mike volunteered to be on the team who evaluates 2nd hour church.

6. Caroljean and Hannah will work with Tamra on setting up the Google Excel™ document for welcome and count for October through January.

IMPORTANT DATES

Fall Leadership Retreat, Sept. 13 &14, 2019

Board Post-Disclosure Q&A, Sept. 29, 2nd hour

Reverend Hannah Renewal (Evaluation) Review, Oct 13th, After service