

UUCC BOARD OF DIRECTORS MEETING – OCT. 22, 2019 MINUTES

P. Stump, Board Secretary

Present: President: Caroljean Bongo, Hailey Ellingham, Garth Shanklin, Mike Kercher, Phil Stump, Camellia El-Antably, Gene Heater, Carol Bowles (COSM), and Reverend Hannah Villnave

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

Two agenda items were suggested as changes to the agenda under New Business. A volunteer opportunity was suggested by a Church Member. Mike asked for the Board's consideration of a scholarship request.

CONSENT AGENDA:

- Approval of the Agenda for today's Meeting
- Approval of Meeting Minutes from Sept. 24, 2019 Meeting
- Staff Reports and Committee Meeting Reports
- Treasurer's Report for Sept. 2019

Gene made a motion to approve the consent agenda and Mike seconded the motion.

The consent agenda items were approved unanimously.

Old Business & Updates

Mike had a meeting with Rock on Wheels at the Church. The bike racks are black powder coated. He is expecting delivery in one month. We will do the work to install the racks with hammer drill and epoxy.

Hailey will call Church Mutual about getting a sample waiver addressing liability of Building Use. Rev. Hannah had not seen any waiver in the church files. Hailey will be checking Church Mutual about any sample waivers that may be available. Caroljean said the Building Use Policy needs to be reviewed and sent to Gene in the next month to be ready for the Dec. 10th Board Meeting.

The Board reviewed the Cottage meetings. 5 church members attended on the 1st Sun. Another 8 members were at a 2nd hour. Caroljean and John Sanford had group of 2 people last Sun.

Camellia mentioned Rev. Hannah's video is available for review on Facebook™. Rev. Hannah explained the 25 peoples attended Friday night of the Leadership Retreat. There are (3) more Cottage meetings planned.

Rev. Hannah explained about requesting more information from one of the applicants for the Music Director. She recommended that Church Members help stir up interest for the Music Director position by spreading news about the opening. An applicant lacking experience could be a good fit if they are willing to grow into the position.

Mike and Camellia explained that 3 church members attended the Congregational Update and Q&A at 2nd hour.

Camellia reported the bookkeeper position has been posted and the church has received some applications. The application deadline is October 29th.

Phil explained the Financial Review Committee has been meeting weekly in October and making good progress. The report will be completed prior to the next Board Meeting.

Treasurer's Report: Camellia said insurance went up \$122 and this will count against the 6% of Board's discretionary amount. Camellia is tracking this amount. She said UUCC's former minister, Rev. Audette, is paying off a deposit loan on house in Cheyenne. The Finance Committee wants to write-off the amount. The Board Members suggested writing a letter to notify her of the total amount paid, identifying the amount needed to pay off the remaining balance. Camellia will follow-up and email Audette to discuss the remaining balance owed to the UUCC.

Camellia reviewed with the Board members the content of financial information to be provided to the Congregation in periodic updates. It remains unclear what information would be most useful to share with the congregation.

Welcome and Count was sent via email from Tamra on Sept. 28th.

Mike will meet on Thurs. (Oct. 24th) with LDT and COSM.

New Business:

Kathy Jenkin's had sent communication to a Board member about clean-up days for Creeks in Cheyenne and whether the Congregation is interested in participating. COSM will be discussing forming Ad-Hoc group for adopting a portion of the Creek and whether there is interest.

Mike registered for Jan 17 -19 Golden, CO UU Leadership conference. Camellia moved approval for a \$150 scholarship to Mike to help offset expenses from budget line: 5.160140. Motion was 2nd by Phil.

The Motion was approved unanimously.

Rev. Hannah is doing staff evaluations now. They are done on a quarterly basis. Oct. is goal setting period and January is a mid-year check-in. Formal spring evaluations are done in May. They will go thru a written form and she and the employee will review draft and then the form is signed by Rev. Hannah and the employee. These are kept in a locked cabinet. Rev. Hannah encourages self-evaluations.

The Mission Workshop handout was provided to the Board. The Board needs to encourage the congregation to attend.

Garth move to go to Executive Session and Camellia 2nd. Unanimously approval.

Executive Session began at 7:27 PM

Camellia made motion to move out of Executive Session and Mike 2nd. Unanimously approval.

Executive Session ended 8:16 PM

Board Meeting ended by President Caroljean Bongo.

Action Items (below): FOR THIS BOARD MEETING.

1. Hailey will be checking with Church Mutual about getting some example waiver language for building use. Hailey and Bob will send a revised Building Use Policy to Gene. Gene will put the policy in the new policy format. The revised policy should be shared with the Board prior to the next meeting on Dec. 10th.
 2. Camellia will be finalizing the format for completing financial updates to the congregation.
 3. Mike volunteered to attend the Oct. 24th COSM Meeting. COSM will be discussing forming Ad-Hoc group for Creek clean up actions going on in Cheyenne.
 4. Camellia will be contact Reverend Audette about the outstanding amount of the UCC housing deposit loan.
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IMPORTANT DATES

Congregational mission workshop on November 9th
December 10th Board Meeting