

Board Meeting 08/24/2021 Submitted by Gene Heater, Board Secretary

Present via ZOOM: Marcie Kindred, Mike Kercher, Camellia El-Entably, Gene Heater, Emily Smith, Garth Shanklin, Elaine Hayes,

ZOOM meeting was called to order at 6:35 PM by Marcie Kindred

Chalice lighting & Check-in

1. Consent agenda

- a. Agenda for today's meeting
- b. Staff reports- None
- c. Committee reports
 - i. COSM - none
 - ii. LDT - July
 - iii. FD - none
- d. Board Meeting Minutes
 - i. July 2021 Board Meeting(s)
 - ii. Executive Email Meeting
- e. Treasurers reports
 - i. none - will approve in August

MOTION: Emily moved to approve the consent agenda. Mike seconded. Motion carried.

2. Old Business & Updates

- a. Building use and closure/opening –
 - i. Internal Use (congregational)
 1. Letter Sent!
 2. Board Responsibilities for
 - a. September 5th Livestream – Mike plans to be there
 - b. September 12th Water Communion- In person!
 - i. Count donations and file report
 - ii. Camillia will make sure information is there
 - iii. Mike, Marcie, and Emily plan to be there
 - iv. Announcements
 - v. May need a board member to lock up
 - vi. Greeters will provide masks
 - ii. External Use (public)
 1. Updated agreement?
 - a. Marcie will email Tamra to update.
 2. Wyo Dems
 - a. Does not require board approval
 - b. Contact Hannah
- b. Technology report- Gene
 - i. Installed new release of Church Windows Payroll
 - ii. Mike requested that new laptop and streaming device be entered into inventory and configured
- c. Policy Update – Gene

- i. Policies & Procedures ready for approval
 - 1. 2.3 Policy - Operating Budget Revision 1
 - 2. 2.10 Policy - Record Retention - Revision 0
 - 3. 2.10.1 Procedure - Record Retention - Revision 0

MOTION: Gene moved to approve 2.3 Policy - Operating Budget Revision 1. Elaine seconded. Motion carried.

MOTION: Gene moved to approve 2.10 Policy - Record Retention - Revision 0. Garth seconded. Motion carried.

MOTION: Garth moved to approve 2.10.1 Procedure - Record Retention - Revision 0. Gene seconded. Motion carried.

- d. New Church Software – Mike – No update
- e. LDT Updates – Elaine
 - i. Talked about who might be added to the search committee list and leadership positions
- f. COSM Updates – Marcie no - updates yet
 - i. Marcie attending meeting this Thursday
 - 1. in person church
 - 2. fd workshops
 - ii. COSM oversee FD?
 - 1. Should this be brought back? – immediate push back
 - 2. Maybe program portion of FD could be handed over to COSM as a pilot program
 - 3. Address on Thursday
 - 4. This is specified in the Bylaws so cannot be done through board action
 - a. Need bylaw changes this year
 - b. Should start review in January
 - 5. Minister supervises, board hires and fires
- g. Camillia asked for clarification of the start time for the meeting
 - i. Marcie explained that at the fall retreat many board members expressed a preference for 6:30 so the time was changed.
- h. Faith Development
 - i. Recap Parent / Stakeholder Meeting - Aug 22
 - 1. Thanks to Garth and Emily
 - 2. Good meeting good start
 - 3. First workshop – Sept. 19
 - 4. Will ask for volunteers at in person
 - ii. Volunteers for workshops
 - iii. Registration
- i. DFD Position
 - i. Job description - Send C&B by October
 - 1. Can send requirements to C&B and ask them to do draft
 - 2. C&B will send current description and board will suggest required changes
 - 3. Board members to review and be ready to discuss at next meeting
 - 4. Assign a task force and set additional meetings

- 5. Make Volunteer component more visible
 - 6. Keep costs of supplies per child down
 - ii. C&B Review
 - 1. Possible timeline is job posted by holidays
 - iii. Share with neighboring congregations?
 - 1. Greeley, Casper, Laramie possible
 - 2. DFD provide service to other congregations
- j. Ministerial Search - Marcie
 - i. Christine Purcell – has not yet responded
 - ii. Will also reach out to Sarah Schurr
 - iii. Folks recommended from phone calls
 - 1. Either the board or LDT will ask people to serve on search committee
 - 2. Both make a list and compare
 - 3. Rhonda has a list
 - 4. Emily will make a list and send to board and an electronic discussion will refine the list
 - iv. Contact potential committee members- assign
 - 1. Will do as soon as possible
 - v. Congregational Election meeting date
 - 1. September 26
 - 2. Mike will take action item will get notice sent out to inform congregation for this meeting and a newsletter article
- k. Committee Members and Chairs
 - i. Rhonda will work on list of committee members and chairs

MOTION: Emily moved to assign the treasurer to approve FD expenditures until an FD committee is organized. Emily moved. Garth seconded. Motion carried.

3. New Business

- a. Upcoming in “Church Year Overview” September
 - i. BOARD INSTALLATION
 - 1. Marcie will check with Hannah
 - ii. Staff goals? - Hannah?
 - 1. Hannah’s responsible
 - iii. Living Generously Team members
 - 1. Sara Serelson and Kelsey Oliver volunteered last year
 - 2. Need more people
 - 3. Camellia will check with Sara and Kelsey to see if they are still available to lead the LG campaign
- b. Approve Changing Banks

MOTION: Camillia moved to authorize the Bookkeeper and the Finance Committee to explore new banks and recommend a new bank for UUCC. Camillia moved. Emily seconded. Motion carried.

Note: Discussion recommended the consideration of credit unions

- c. Financial Review
 - i. No response from Steve and Tim
- d. Family Promise Budget given to the organization
 - . This was approved at a previous meeting.
- e. September 25, 8-12 & 1-5 Habitat for Humanity
 - i. Announce @ In person church
 - ii. Ask for volunteers.
 - iii. COSM will provide lunch

Meeting Adjourned at 8:11PM

Upcoming dates:

Soft opening livestream – September 5
In person Water Communion – September 12
First FD Workshop – September 19
Congregational Meeting to approve Search committee- September 26
Next board meeting: September 28th
DFD job description to C&B - October
Financial Summit Planning – November
Bylaw cleanup – January