

Board Meeting 9/28/2021 Submitted by Gene Heater, Board Secretary

Present via ZOOM: Marcie Kindred, Mike Kercher, Camellia El-Entably, Gene Heater, Garth Shanklin, Elaine Hayes, Hannah Villnave, Lauren Danley

ZOOM meeting was called to order at 6:32

Chalice lighting & Brief Check-In

1. Consent agenda

- a. Agenda for today's meeting
- b. Staff reports
 - i. Hannah
- c. Committee reports
 - i. COSM - August
 - ii. LDT - September
- d. Board Meeting Minutes
 - i. August 2021 Board Meeting
- e. Treasurers reports
 - i. June 2021
 - ii. July 2021

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. Sunday Count Document
 - Forwarded by Joey
 - Need two board members
 - Tamra will set up google doc to schedule announcements and count
 - 2. Schedule with COSM
 - ii. External Use (public)
 - 1. Updated agreement
 - a. Removal of <10 UU's
 - b. fee schedule
 - will ask finance to recommend changes to fee schedule
 - should take into account cost of cleaning supplies
- b. Technology report- none
- c. Policy Update – none
- d. New Church Software - Mike
 - i. Meeting October 17th 1-2pm with Realm system rep
 - provide Mike with any specific questions for presentation
 - Mike will check with other vendor
- e. LDT Updates - Elaine
- f. COSM Updates - Lauren

- i. FD Oversight
 - open to work on it
 - no specifics
 - COSM should be involved in developing job description
- ii. Preparation for in person meeting
- III. Habitat for humanity
- iv. Pastoral Care is priority
- v. UUA focuses
- vi. More programming for in congregation support programs
- vii. Survey in conjunction with the Search Team
- viii. Bylaws – division of responsibilities between COSM and Board
- ix. Newsletter articles – series of three

g. Faith Development

- i. Registration
 - Push for registration
 - Documents available from google docs
 - May have been a subscription fee
 - Hannah will check out and look for forms
- ii. Workshops
 - Only one adult
 - 4 volunteers
 - 10 non adults
 - LGBQ history next month
- iii. Volunteers
- iv. The Corner or Busy Bags?
 - Noise level - difficult
 - Nursery – speaker too old
- v. Nursery
 - 1. Speaker
 - Option is to replace speaker
 - Mike will develop specs for screen
 - 2. Staff
 - Camillia will get names of former staff from Joey and forward to Marcie
 - Camillia will check with Joey to see if direct deposit can be used
 - Marcie will check with former staff members to see if they are interested
 - Will make announcements that we are seeking staff
 - Staff should be encouraged to cash checks in a timely manner
 - Potential staff members include Ashland Kercher, Meredith Paul, Emma Smith
 - Background checks are required

h. DFD Position

- i. Discuss current job description (10 min max)
 - Key requirement – navigate varied personalities found in a church services
 - Education
 - Previous experience

- Available from UUA from Hannah
 - Capsule job descriptions
 - Hours to youth size
- Group will suggest/request changes
 - Mike, Marcie, Elaine, Hannah
- Should hours be cut
 - 19 hours now
 - 20 hours means pay retirement – eligible as a person
 - Certification not required is the pay scale we have traditionally used
 - Finding a balance between what we want and what we can pay for
- ii. Who can meet this week to draft?
- iii. Job description - Send C&B by October 4th

i. Ministerial Search

- i. WE DID IT! – We have a committee
- ii. Email sent. -
- iii. Next steps?– have email – starting to work
- iv. Marcie will let Hannah know when Chair is determined
- v. Marcie will let Camellia know when Treasurer is determined
- vi. Mike hopes to work on projector in sanctuary this weekend

3. New Business

- a. Upcoming in “Church Year Overview” October
 - i. Financial Review
 - Steve Furtney, Sharron Kelsey, Mike Shonsey – working on it
 - ii. Sept - Living Generously Team members
 - Camellia waiting for a response from Sara Serelson
 - Will let Marcie know when received
- b. Approve Changing Banks -ANB

MOTION: Garth moved to approve moving the UCC bank accounts to American National Bank. Camillia seconded. Motion carried.

c. Custodial Hours

Sharon requested that she be allowed to work only 10 hours per week

The board agrees to let Sharon to work with her supervisor to work the appropriate number of hours within her contract to match work required

- d. Marcie gone October 19-October 31st (Hannah gone October 25 - December 05)
 - i. Move meeting to 12th, 2nd or someone else presides
 - ii. Camellia with check with Joey about dealing with absence of all check signers
 - iii. Hannah will provide Mike with a list of payroll dates
- e. Installation Ceremony
 - Not required
- f. In person meditation

Not a problem

Gene will let Tamara know for scheduling

g. Copyright fee for streaming music is \$25 over budget

Camillia will approve overage and notify accounting

Meeting Adjourned at 7:55

Upcoming dates:

Next board meeting: November 2

DFD job description to C&B - October

Financial Summit Planning – November

Bylaw cleanup – January

Items requiring action are highlighted.