

ZOOM meeting was called to order at 6:31

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

Chalice lighting

1. Consent agenda

- a. Agenda for today's meeting
- b. Staff reports
 - i. Minister – February
- c. Committee reports
 - i. COSM - no report, agenda for Thursdays meeting
 - ii. LDT – February
- d. Board Meeting Minutes
 - i. January 2022 Board Meeting
- e. Treasurer report
 - i. January

MOTION: Camellia moved to approve the consent agenda. Elaine seconded. Motion carried.

2. Old Business & Updates

- a. Building use and closure/opening
 - i. Mask mandate
 - ii. Coffee Hour – none

MOTION: Camellia moved to change the building mask mandate to remove the distancing, closed pew for worship and room capacity requirements and continue to have masking for groups larger than 5. Garth seconded. Motion carried.

- b. LDT Updates - Elaine
 - i. Vacancies
 1. Randy is filling board position and Carol Bowles has committed for one more year on COSM
- c. COSM Updates – Lauren
 - i. Discussed new position
 - ii. Church software
 - iii. Article published from search survey
 - iv. Bowling
 1. Sunday afternoon – March 20
 2. Need 8-12 bowlers – **Marcie will send out email**
- d. Faith Development
 - i. Workshops - Hannah
 1. February recap
 2. March need s - **Marcie will get coverage and set out supplies**
 3. Craft Night – **Hannah will follow up**
- e. Technology
 - i. Installed Church Windows releases
 - ii. Installed Payroll Releases

- iii. Removed Pin Login from Administrator PC
- iv. Fixed problem with Church Windows not running on Administrator PC
- v. Fixed router UUCC1 not working
- f. Staffing
 - i. Nursery
 - i. Paperwork almost complete.
 - ii. Meredith working on getting her first bank account.
 - 1. Safe Congregation
 - a. Policy template to Emily
 - b. Marcie will follow up with Emily
 - ii. Admin Position updates - Camellia
 - 1. Job announcement complete

MOTION: Camellia moved to approve a hiring range for the new administration position of \$41,000 to \$47,000 including all benefits. Mike seconded. Motion carried.

- iii. Current Employee Increases.

MOTION: Camellia moved to provide a 3% COLA increase to our current serving employees for the 2022-2023 fiscal year. Garth seconded. Motion carried.

- iv. DFD Position
 - 1. exit interview for former DFD will be discussed at a future board meeting
- g. Finance
 - i. Budget timeline – on track
 - 1. Board members are encouraged to be at least on budget meeting
 - 2. First meeting on March 27
 - ii. Financial review – Almost done
- h. Living Generously
 - i. Letter - THANK YOU EMILY!
 - 1. Letter ready to mail
 - 2. List requested from Andrea
 - 3. Sarah offered to update the brochure - done
 - 4. Envelope stuffing once all items are complete
 - 5. Pledge due back March 20 – be prepared to make calls
 - 6. Sermon on the amount will be March 6.
- i. Ministerial Search
 - ii. Negotiating team
 - 1. search, finance, C&B, Board member
 - 1. Marcie
 - 2. Joey
 - 3. Marcie and/or Rhonda
 - 4. Search member
- j. ICON CMO
 - i. Live database installed
 - ii. Defining Chart of Accounts
 - iii. Defining data structures and codes
 - iv. Ready to load individuals and households
- k. UUCC Live Streaming
 - i. Nursery Speaker & Monitor - Mike
 - 1. No update
 - ii. Mike gone 3/6 – Elaine will do this

1. Rev Hannah expressed her gratitude for all those people filling in the functions of normal done by paid staff

3. New Business

- a. Bylaw Cleanup
 - i. Gender neutral language – Make this change
 - ii. Change term limit of Treasurer Position – Make this change
 1. Bylaw changes must be in agenda before elections
 2. Let LDT know so that they can recruit appropriately
 - iii. Age of Membership – Do not make this change
 - iv. Contribution requirement – Do not make this change
 - v. Hiring and firing of staff – Do not make this change
- b. Key problem
 - i. Non-member friend will probably return key
 - ii. Organization unable to contact – Hannah will contact
- c. Upcoming in “Church Year Overview” March
 - i. No special fundraisers; stewardship campaign focus time
 - ii. LDT finishing candidate selection; note: LDT should use Board position descriptions and needs to be sure to inform candidates of full scope of job - i.e., that the VP rises to Presidency and then has a year of Past presidency (is a 3 year position), position terms, if they are finishing someone else’s term, etc.
 - iii. Living Generously reports stewardship number to Finance/budget team by third week of March
 - iv. Board schedules Annual Congregational Meeting and sets initial agenda and timeline for notification of congregation
 - v. Budget Planning meetings begin

Meeting Adjourned at 8:10

Upcoming dates:

February - Bylaw Cleanup
March - Financial Summit Planning – April or May
June - Service Auction

Next board meeting: March 22