

DRAFT BOARD MINUTES

April 10, 2019

The meeting was called to order at 6:30 pm.

****Note that motions are underlined.**

Present: Rev. Chip Roush, Chuck Leone, Ron Robinson, Elena Wake, Melanie Smith-Guillaume, Janet Bogar, Anne Mannix, Rich Wallace, Wendy Lohman,

Absent: None

Visitor: Gail de Somer

1. Chalice Lighting

2. Check-in

3. Covenant

4. Approval of March 2019 Minutes — Ron made a motion to approve the minutes. Rich seconded the motion. Motion to approve the March 2019 minutes as written passed Unanimously.

5. Set Agenda — Under New Business we added 8.c) — New Cleaning person.

6. Reports

a. Minister

- Next month we should put a conversation about Joys and Concerns on the agenda.
- Chip took the Pryor management class and found it useful.
- It was agreed that the White Card reading needs more explanation in the publicity.

b. President

- Chuck has looked at the terms of the disaster grants from the UUA and found that the grants are for serious disasters that are severe and long-lasting. He suggested that we not apply.

c. Vice-President

- Ron is meeting monthly with Chip to coordinate efforts of the minister and vice-president in preparation for Ron's becoming president.

d. Treasurer

- Major item to discuss is the Budget proposal for 2019-2020. Chuck handed out a sheet detailing scenarios for what our mortgage payments might be next year. Monthly mortgage payments for FY 2019 are \$1914.15. Issues are:
 - Our interest rate will need to be renegotiated. It is now at 5.67% but could go up by around 2%.
 - A \$4,000 disbursement from the Endowment Fund, to be voted

on at the Annual Meeting, will be put toward the principal of the loan.
—Depending on how funds available for the roof are raised, we might need to add \$10,000 to our loan.
—Chuck estimated that our payments would be in the \$21,000 to \$22,000 per year range.

- Anne pointed out that the budget as proposed does not include mortgage payments. That makes a larger shortfall and may require cuts.
- Chuck also pointed out that the budget does not include any pay raises.
- The Endowment Committee did not fund a proposal for a Janitor position, but endorsed the idea and encouraged the Board to investigate the need. The Board agreed that there was a need for someone to oversee the running of the building. But with the budget shortfall that we are facing, there is a lack of funding for a new on-going position. We discussed having a standby contract person. There are some funds in lines 230, 240, 242 and 243 for building maintenance. We also wanted to know just how big the need is, so there was a suggestion that the office person might monitor the need and report how often maintenance and/or oversight is needed.
- In May, the Finance Committee meeting is on the 7th, the Board meeting is on the 8th and the Call to Meeting notice must go out on the 9th —10 days before the Annual Meeting on the 19th. This will be a very quick turn-around for approving the proposed budget and getting the Annual Meeting booklet printed and in the hands of members.

7. Old Business

a. Religious Education Program — Two interviews for the CRE position have been completed and one other is being scheduled.

b. Strategic Plan Follow-up from Membership

- The possibility of combining the Membership and Marketing Committees was brought up again. No conclusion was reached.
- Gail deSomer has kept the status quo in this very busy year for her. The art and the concerts have gone well in reaching out to the community. She has made sure that all visitors receive a welcome email that new people are greeted at coffee hour, and that UU classes continue. She would like to be sure that newcomers are invited to events like Trivia Night and auction leftover places.
- Anne and Gail are looking to bring back the custom of one month in the fall when any member who invites someone new is given a pie.
- Gail would also like to see more testimonies and activity on Facebook.
- Anne will be helping out by scheduling bi-monthly meetings of the Committee.
- Gail wanted people to note that the Care Committee also reaches out to those who can't come to church because of age or illness.
- Some small items — Gail would like to make a sheet of tips for members on how to greet newcomers; she would like to update the membership brochure; and she would like a mechanism to update and keep the website current (use expertise of Office Manager?)

c. Crisis Response team/Emergency Plan — Chip is still seeking members.

d. Church Personnel Policies — There was agreement that the word non-ordained

needs to be replaced in the section on who this policy applies to. Chuck asked Board members to send comments/corrections to him or Anne before the next Board meeting.

e. Office Manager Position — Peg Faulmann is the new Office Manager.

f. Ad Hoc Lighting Task Force — The first meeting will be Sunday. Ron wants to emphasize three issues: safety, energy efficiency and welcoming atmosphere.

g. Next Steps for Sanctuary Technology Initiative

- Recording — Those experienced in tech say that it is better to record everything and then edit later. Editing takes the most skill. Then it is posted.
- Financial resources — We can use non-operating budget funds to kick off the technology use, but we need to find the resources to fund it in a sustained way.
- We wondered what skills Peg has and if she could supervise someone to maintain the website and support the recording, editing and posting of video.
- The budget is restricting us on this issue.

h. Sponsorship of outside groups and activities — Peace and Justice does this. It seemed that Membership would be the correct group to come up with a policy.

i. Leadership Training in July in Iowa for Ron Robinson

- \$1190 is needed to pay for this training for Ron. Anne made a motion to authorize \$1190 from line 808 (DRE Professional Experience) to fund Ron's attendance at the Leadership Training. Rich seconded. Passed unanimously.

8. New Business

a. Annual Meeting

- Committee Reports are due in by May 1. Board Liaisons were encouraged to let their committees know.
- Positions needed are two Board members to replace Janet Bogar and Wendy Lohman, and a Treasurer to replace Elena. Also a member for the Endowment Committee to replace Joseph Gress.
- Volunteer of the Year choice was discussed.

b. Nominating Committee Vacancy

- Susan Siemers is the Nominating Committee Chair. Other members are Wendy Lohman and perhaps Lois Holm who was an alternate last year. We will need another person as alternate. Chuck will work on this.

c. New Cleaning Person needed

- We need to post this opening in the Chirp with salary of \$120 every two weeks. Chip will announce this on Sunday and put in the Order of Service. The deadline is May 1.

9. Other Business — None

10. Adjournment — The meeting was adjourned at 8:35.

Submitted by
Melanie Smith-Guillaume, Secretary

