

UUCF Board Meeting Agenda  
August 8, 2017

Process Observer – Peggy

Attending: *Board Members* - Paul Atelsek, Karen Wolf, Kristin Keen, Anthony Salvi, Peggy Hillman, Jeff Snyder, Mary Butler; *Ex Officio* - Rev. David Miller; *Staff* – Rich Sider; *Guests* - None

Call to Order/ Check-In - 7:35 pm

Spiritual Opening/Chalice Lighting – Anthony

Consent Agenda

- Minutes of July 25, 2017 Meeting – Adopted
- June Monthly Dashboard Report - Adopted

Minister’s Report – David

- 1) Shannon Williams agreed to be the new Lay Minister for Membership and Outreach.
  - Among her strengths, Shannon has experience tracking member’s involvement in activities, a recommendation of last year’s PEC report.
  - Karen moved that Shannon be named the Lay Minister for Membership and Outreach, Anthony seconded. Results of voting: passed unanimously
- 2) David is going to the Mosaic Makers conference Oct. 27, 28<sup>th</sup> and 29<sup>th</sup> and encourages others to join him.
- 3) Annual Start-up Retreats for various church committees, etc. have been scheduled. Given our current social climate, one suggested *ongoing* thought for related groups this year: What percentage of the group’s time and energy is focused on institutions of supremacy and oppression, and what percentage should it be?
- 4) Because David did not take all of his contractual vacation last year, and reported feeling the negative impact of that omission by the end of the church year, he requested some suggestions about how he might more successfully schedule vacation in his calendar this year. A discussion was held offering several suggestions and supporting the recommendation David monitor and prioritizing his self-care. As needed, this topic may be revisited throughout the year.
- 5) Christmas Holiday Season Services
  - Because Christmas Eve is a Sunday this year, there will be one short morning service that day in addition to the 3 traditional evening services.
  - Laura Weiss is planning a Messiah Sing Along for the Sunday, December 10th services.
- 6) Staff requested feedback regarding the Ingathering lunch. Because of the ongoing difficulty getting volunteers for such activities, the event weighs heavily on staff. Youth will sell sandwiches as a fund raiser, but staff is considering having 2 or 3 food trucks replace the hot dogs, hamburgers and pot luck that historically take place. (Folks could

also bring their own lunch.) Another unique consideration this year is that the area in front of the Program Building will be torn up by the drainage/infiltration project.

A discussion regarding how to organize the lunch followed which touched on: the financial costs to congregants, the burden to staff, the benefits of convenience and of communal dining in celebration, as well as other contributing factors to a successful event.

The feedback will be shared with the staff as they continue planning the lunch.

#### Rich Sider Succession Planning – David

Given Rich's expressed intention to retire in January (precise date flexible at this time), a discussion was held regarding the search process to find his replacement. The need for the search committee to include members with the functional expertise necessary to understand the requirements and skills of the position was noted. To aid the process, first the CT will look at the job description to see if it should be changed in any way. Next, because the main areas of responsibility are expected to remain finance, facilities and staff, the functionally related groups [Financial Oversight Committee (a Board member), Staff, Property Stewardship, Generosity Team, and the Coordinating Team] will be asked to appoint someone to the search committee. In line with our strategic plan to intentionally include voices of color in the systems and processes of the congregation, the People of Color Caucus will also be asked to appoint someone. Finally, 2 "At Large" positions will be broadly publicized as open for volunteers, resulting in an 8 member committee. Once established, the committee will begin the search process immediately.

#### Final Quarterly Report on the Coordinating Team Work Goals for the 2017-2018 Year - Rich

Rich requested questions. No questions were raised.

#### 501c3 application – draft Conflict of Interest Policy, Articles of Incorporation Amendment and a Congregational Meeting to Approve Changes – Rich

History: UUCF previously has not sought 501c3 status because churches automatically are eligible for the associated tax code benefits. However, some grant applications require 501c3 status. The expense to apply is in the \$2K range, but UUCF can retroactively apply for a \$5K grant for the recent lighting project. Therefore, this is reasonable time to go through the application process, making us not only eligible to apply for the lighting project grant but also broadening our eligibility for future grants. In the long term, having 501c3 status is expected to benefit UUCF.

As a result of the discussion that followed:

- 1) Paul and Jeff will look at the language in the Conflict of Interest Policy and the proposed Articles of Incorporation Amendment before the next Board meeting and send out feedback regarding potential complications and/or wording clarifications.

- 2) Rich and David will look at the calendar and propose a date at the next Board meeting for the Congregational Meeting required to adopt the amendment.

#### Renewing Welcoming Congregation — Karen

Since UUCF originally established itself as a Welcoming Congregation in 1994 and it is supposed to renew periodically, Equality UUCF has requested we consider going through the renewal process. The renewal process consists of establishing a team which assesses what has already been done and proposes possible future steps to broaden and deepen our commitment. After a discussion, the Board requested Karen ask Equality UUCF to appoint a team and run the renewal process. Mary is a program evaluator and has volunteered to be on the team, if they wish.

#### Banner Hanging – David

The official Banner Hanging will take place during both services on September 24<sup>th</sup>. Dr. Janice Marie Johnson and Hope Johnson, both from the UUA, will participate in the worship services and facilitate a listening and processing session which will also offer an opportunity for participants to discuss possible future steps.

#### Board Observations – All

After briefly discussing information received from Megan Foley, the Board agreed to consider throughout the year possible benefits of implementing a Mission-based budget as an alternative to our current Program-based budget.

Process Observer - Peggy

Meeting was adjourned at 9:17

Next meeting: September 5, 2017

Spiritual Opening: Ashley

Process Observer: Kristin