

**UUFCA Board Meeting**  
August 8, 2019  
Location: Conference Room

**Attending:** Erika Beard-Irvine, Marty Rudolph, Sylvia McFarland, Susan Kinney, Chad Leonard, John Lawton

**Absent:** Scott Rudolph, Mark Steinberg

**Guest:** Leora Mauck

**Called to Order:** 4:00 PM

**Minutes written by:** Erika Beard-Irvine, Recording Secretary

**Consent Agenda**

Minutes of July board meeting approved with changes. August financials approved. August board agenda approved.

*Acceptance of consent agenda moved by MR, second by JL. Unanimous.*

**Reference Documents:**

Board Minutes July 11, 2019; August Board Financial Report 2019; Board Agenda August 8, 2019

**Finance Report**

Last year, we decided to increase our sexual misconduct liability insurance coverage. In order to complete the coverage, we needed to complete a form, which Scott did not think we could complete at that time. We can complete the form now, but Sylvia isn't sure if Scott completed it before he left on leave. Church Mutual has offered us a less expensive increase in coverage that we could obtain without completion of the form. The Board agreed to continue waiting until Scott came back. Leora asked if staff was to have completed sexual harassment training. Sylvia said that Leora and Jonathan should do some online training.

>\$7000 in additional 2018-19 pledges have come in since Sylvia's email went out. There is a discrepancy between the treasurer's report 18/19 and the pledge/giving report for 18/19. Sylvia and Leora have been working to reconcile the discrepancy.

**Endowment Committee**

Marty reported that the Committee needs to rewrite the brochure. It was originally just created as an informational publication. She has been working with the UUA on how the endowment will be structured.

**Personnel Committee**

Chad has been researching Oregon labor law regarding relationships between staff and congregants. He thinks that there might not need to be a specific written policy but would like to discuss it more with Scott when he returns. For this reason, Chad doesn't think the Handbook is ready for approval. Susan agreed that we should wait until Scott returns, especially since the Handbook is not time sensitive.

**Stewardship Committee**

Stewardship has been looking at the results of the survey and have scheduled 2 educational events in the fall, led by Sylvia, looking at the results of the 2018-19 income and expenses, and UUFCA Finance 101. Sylvia will also start having a monthly column in the newsletter about church finances. Fletcher and the staff have also committed to putting together a Programmatic

Budget (dividing the money into different “buckets” to better demonstrate the benefit of the pledged money) and to be more motivational to pledgers.

### **Auction**

The fall auction date has been set for Nov 1.

### **Facilities Committee**

Johns reported that the repairs have been mostly completed on the leak. The leaky connection has been moved to outside the retaining wall. The pressure reducing valve has been placed, although John isn't sure if we have actually reduced the pressure. The only part that is left is the asphalt. The problem is that it is too small of a job for anyone to want to do. The snowmelt system still has not been rerouted. John and Vernon are looking for approval to write a letter to everyone involved to tell them that we are not happy with what is going on with our heating system, and we have already had to repair our condensing unit twice in four years. They aren't sure if this letter will be signed by the Board chair or by the Facilities lead. Marty and Susan both felt that the letter should come from John. Sylvia pointed out that our insurance will cover attorney fees for these issues. John is unhappy that our name is being used to recommend this system in their advertising. Sylvia asked for an estimate for when we might start receiving bills for this work. John thinks that we will likely only receive one bill, because KNCC hired the subs.

Susan also reported on the projectors in the sanctuary. One is being repaired at the cost of \$1200-1400. The cost to repair the sanctuary projector was going to be \$4000 but could be replaced for \$5500 on Amazon Prime day. Parker was able to secure this price after Prime day. Leora reported that the new projector had arrived. \$80 was also spent to get a 4 year warranty. Sylvia made the decision to pull money for this purchase from the Capital Reserve account, because it is a replacement of major equipment. The projector that was being repaired has been fixed and will be received next week. The construction crew has agreed to let us use a scissor lift for free, so Parker and staff can re-hang both projectors at the same time.

### **Membership**

Susan went to the Membership Committee and presented some new models for pathway to membership. The Committee discussed some ways to engage people who are considering membership to keep them engaged.

### **Board Covenant**

Board members reviewed the existing Board Covenant and made changes to reflect the values of the current Board. The new covenant was unanimously adopted by the Board members present:

*We, the Board of the Unitarian Universalist Fellowship of Central Oregon, covenant to serve the mission of the congregation.*

*We create an atmosphere of compassionate candor by presuming good faith, actively listening, and staying in relationship with one another.*

*We respect our time together by honoring our commitments and being prepared for meetings.*

*We stand by our group decisions and speak with one voice.*

*We continually learn as a Board and deepen our practice of Unitarian Universalism.*

**Board Goals**

Board members discussed their individual goals for this year on the Board. The Board then discussed our Board goals for the year:

- finding ways to make sure the vision that was created last year is implemented in some way;
- provide guidance for use of the endowment and change the bylaws to reflect this;
- make progress toward 5 year (or less) balanced budget; and
- figure out a way in the budget process to account for social justice in a way to account for what the membership wants to do for social justice programs.

**Meeting Adjourned: 5:22pm**

**Next Meeting Sep 12 @ 4:00pm.**