

UUFÇO Board Meeting

June 8, 2017

Location: Conference Room

Attending: Mark Hickman, Wendy Howard, Max Merrill, Dick Barber, Amy Falkenrath, Greg Byrne, Paul Bennett, Rev Antonia Won, Sue Clarke

Absent: none **Guests:** Future Board members Marty Rudolph, Sylvia McFarland, Erika Beard-Irvine

Called to Order: 6:00 PM

Minutes written by: Sue Clarke, Recording Secretary

Consent Agenda

May minutes, May financials, June board agenda all approved.

Reference Documents:

Board Minutes May 11 2017, financial report May 11 2017, Board agenda June 8 2017

Engagement with the Minister

Rev Antonia reported that the deaths of the Paulsmeyers has caused sadness in the fellowship and focused her recent time on that and planning their Celebration of Life service. She mentioned the Leadership Development Committee, Healthy Congregation, and Program Council as three of her major accomplishments.

Reference Document:

Ministers Report June 8 2017

Sharing of Wisdom

Hickman asked each leaving board member to share something they have learned while serving on Board. Howard mentioned transparency and continuing board visibility as ongoing priorities. Clarke mentioned practical need to pay attention both to the important matters discussed and also the need to accurately record significant aspects of that discussion. Barber commented on the positive growth of the Board during his four years of service. Hickman reminded all of the need for ongoing engagement with Minister and Fellowship members.

Transition Plans

Merrill will be the contact person with Rev Scott during transition time. The Board retreat is scheduled for June 18 with Jim Morris acting as facilitator. Computer and email logistics with Rev Scott coming and Rev Antonia leaving will be based on respectful communications.

Other Topics

- **Board committees:** Need for real relationships between chair, members, and board. How can Board make this work better?
- Board needs to form a **strategic planning committee** after Rev Scott's arrival.
- Process for **assigning delegates** to vote for UUA president: Interested UUFÇO members were invited to attend a Sunday meeting on June 3 to discuss the candidates. Based on that discussion the Board authorizes one member, Joan Landsberg, to cast a vote for Jeanne Pupke and three members, Max Merrill, Greg Holmberg, and Elaine Wierman, to vote for Susan Frederick-Gray.
- **Neighbor Love:** Merrill gave brief overview of UUFÇO's participation in this interfaith group which is studying and addressing immigration issues in Central Oregon and how churches can work together to support immigrants who face ICE arrest and deportation. The UUFÇO cohort is developing action plans and will conduct a worship service on September 10 to explain their work to the fellowship.
- Hickman asked board to **approve gift** of his old computer to Virlene Arnold to be used in her role of Music Director. Board gave approval.

Reference Documents:

gift acceptance computer, gift proposal of MacPro laptop

Financial Issues

Movement of Funds:

Background:

Treasurer has felt fellowship funds were not getting best services at current bank.

Discussion:

Sylvia McFarland, incoming Board treasurer, has worked with Hickman, Barber, and Eileen Andrewson, book keeper, to research moving some fellowship funds from Washington Federal to Selco and Capital One/360 for more complete federally insured coverage and higher interest rate.

Action:

Howard moved to accept proposed movement of funds plan; Byrne seconded; resolution passed unanimously.

Signatories

Background:

There are too many signature names on checking account because they have not been removed as Board members changed.

Discussion:

Who can sign checks? All old names should be removed and correct current names added. Board discussed adding additional member to new signees.

Action:

President, vice president (new position added), and treasurer may sign checks. Clarke will write letter to Washington Federal requesting all old names be removed. New signees will then delivery current signature forms to bank.

Reference Documents:

Prop bank accounts 5 27 17,
Resolution 2017-20 to modify the Policy on Income, Expenditures and Related Fiscal Matters

Expenditures & Withdrawals

Background:

There has been a need to clarify this issue.

Discussion:

Bill payee or EFT approval must be by either treasurer or president.

Action:

Merrill moved; Falkenrath seconded; resolution passed unanimously.

Policies

Background:

Board continues to study and approve new policies.

Prohibited Use of Email, Internet, Social Media

Barber moved; Clarke seconded; resolution passed unanimously.

Reference Document:

Resolution 2017-16 to approve policy on prohibited uses of church systems

Employee Handbook

Merrill moved, Howard seconded; resolution passed unanimously.

Reference Documents:

Resolution 2017-19 to modify employee handbook, June Employee Handbook

Addition Items

- Merrill asked for email suggestions for July 13 meeting agenda. Howard suggested creating critical questions for board to address next year.

- Leadership Development Committee will introduce “Breeze” campaign on Sunday, July 23 to encourage members to complete profiles and to generate interest in this resource.
- Stewardship Committee is still working on follow-up pledging which is almost completed.

Adjourn: 8:31 PM

Next Board meeting: July 13, 2017, 6:00 PM Conference Room