

UUFÇO Board Meeting

May 11, 2017

Location: Conference Room

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

Absent: Greg Byrne **Guests:** none

Called to Order: 6:00 PM

Minutes written by: Sue Clarke, Recording Secretary

Consent Agenda

April minutes, financial reports, May agenda were accepted.

Reference Documents:

Board Minutes 4-13-17, EOM Apr17 Board Reports, UUFÇO Board Meeting Agenda May 2017

Engagement with Minister

Adult RE committee and minister have been busy establishing a fee structure for classes offered at UUFÇO. These include embodiment classes, UU curriculum classes, denominational classes, and other "gray area" classes. They have not yet completed this work. Clarification was given of the processes used by the Leadership Development committee and the potential training this committee may offer.

Reference Documents: UUFÇO May 2017 Board Report

Delegates for UUA Voting

Background:

Every year UUFÇO selects delegates to vote on UUA issues.

Discussion:

Rev Antonia explained processes that could be used for choosing delegates.

Action:

Four delegates will be selected after an open meeting after service on Sunday, June 4 from those fellowship members who express interest.

Ownership of Relationship with our new Minister

Background:

Search Committee requested guidance concerning their status with new minister now that fellowship has voted for Rev Scott Rudolph as settled minister.

Discussion:

Members discussed how handoff of official responsibilities will take place. Dan Hotchkiss has offered to use his remaining governance sessions to work with minister and new board. The new board will schedule a working retreat in June.

Action:

The Search Committee is disbanded. All official communications will go through Board president until new Minister begins work in mid-August.

Annual Meeting

Plans are in place for May 21 meeting. Merrill will conduct meeting due to Hickman's absence. Falkenrath will contact Ellen Mercer about light lunch plans. Budget points will be finalized before meeting.

Personnel Handbook

Background: Board continues to study and approve policies.

Discussion:

Falkenrath explained details of the new employee handbook designed to include rewrites, updates, and all employment situations to be in compliance with Oregon law.

Action: First reading so no action taken.

Reference Documents: May Employee Handbook Draft

New Policies

Background: Board continues to study and approve policies.

Discussion:

The following policies were examined in advance of meeting by Board members.

Actions:

Non-Monetary Gifts including Art: Merrill moved; Falkenrath seconded; unanimously approved.

Copyright Law: Merrill moved; Falkenrath seconded; unanimously approved.

External Media Communication: Hickman moved; Merrill seconded; unanimously approved.

Website Privacy Practices: Falkenrath moved; Barber seconded; unanimously approved.

Computer Systems and Software: Howard moved; Bennett seconded; unanimously approved.

Photos, Video, and Other Recordings: Falkenrath moved; Merrill seconded; unanimously approved.

Prohibited Use of Email, Internet, Social Media: 1st reading, needs re-working, bring back for vote at June meeting.

Official Church Records: Defer this policy on document retention policy until next level of work finished.

Reference Documents:

Resolution 2017-11 to modify UUFCO policy on non-monetary gift acceptance

Resolution 2017-12 to approve policy on copyright compliance

Resolution 2017-13 to approve policy on external media communications

Resolution 2017-14 to approve policy on website privacy practices

Resolution 2017-15 to approve policy on computer systems and software

Resolution 2017-18 to approve policy on Recordings

Resolution 2017-16 to approve policy on prohibited uses of church systems <not approved>

Resolution 2017-17 to approve policy on Official Church Records <not approved>

Governance Concern

Background: Larry Price has shared concerns with Board about various governance issues.

Discussion: Members discussed issues raised.

Action: Merrill will respond.

Adjourn: 9:17 PM

Next Board meeting: June 8, 2017, 6:00 PM Conference Room. New board members will be invited to attend.