

**UUFCA Board Meeting**  
November 14, 2019  
Location: Conference Room

**Attending:** Erika Beard-Irvine, Marty Rudolph, Susan Kinney, Chad Leonard, John Lawton, Scott Rudolph, Mark Steinberg

**Absent:** Sylvia McFarland

**Guest:** None

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

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

**Consent Agenda**

Minutes of October board meeting approved with changes. November financials approved. November board agenda approved.

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

**Reference Documents:**

Board Minutes October 10, 2019; November Board Financial Report 2019; Board Agenda November 14, 2019

**Minister's Report**

Scott reviewed the topics in his board report. He requested, from New Home funds, \$470 for window coverings and \$421 for office and gender-inclusive restroom signs.

*MR moved to use the funds as recommended, MS second. Unanimous.*

**Reference Documents:**

Minister's Board Report

**Finance Report**

Susan reviewed the financial reports in Sylvia's absence. There was discussion of requirements for the certificate of insurance for renters. The main issue is whether or not alcohol is being served at an event. The Board members present agreed that we are comfortable leaving the determination of final amount for certificate of insurance to Jonathan in conversation with the minister, however a final vote was tabled pending Sylvia's ability to vote.

A CD is expiring this Friday. Sylvia recommends buying a 13 month CD with the funds.

*MS recommended following this recommendation, second by MR. Unanimous.*

Sylvia is considering sending an email to members who have requested that their pledge remain anonymous asking if they want to continue to remain anonymous. Marty requested that the Board agree on language used in the email. Susan expressed concern that email might not be the best way to approach this conversation. She will get the list from Sylvia and will have conversations with people in person.

**Reference Documents:**

November 2019 Financial Report; 2019-09 Treasurers report and balance sheet (general fund); 2019-09 Treasurers report and balance sheet (building fund)

**Endowment Committee**

Marty has nothing to report.

### **Personnel Committee**

Chad reported that the new accompanist will be listed as an employee and not a contractor.

### **Stewardship Committee**

The new auction date is June 5. A Stewardship theme has been chosen and will be used for marketing. Speakers for the upcoming pledge drive are being recruited.

### **Facilities Committee**

John reported that Leora spoke to the principle who designed the building, who was surprised that we are having problems with the building. Two people from the company came out, including an engineer who was on the project from the beginning. They spent all day looking at the heating system. They found problems with two fan coil units in the ceilings and with a radiant floor pump. These can likely be repaired. They also found several automated systems that are not working properly. They also recommended heaters and a cover with vents on the furnace system. The Board will await John's estimate for costs.

### **Service Project**

Susan discussed that we don't have any congregation-wide service project, except Fireflies which grew out of another group. She thought it would be nice if we could have a project and invite people to participate. She suggested having multiple projects or pieces of a larger project that people of all ages and abilities could do over a week. She would like this project to be Board sponsored. There was discussion of ideas and timing. Mark suggested that everyone think of one thing to bring to the next meeting.

### **Policy Review**

Review of policies was tabled for the meeting. Susan requested that Board members review the policies that are due for review and discuss any needed changes by email before the next meeting.

### **Vision**

Susan read from the book Emergent Strategy as an introduction to strategies and implementation of the vision. There was a discussion of how to implement our new vision as a plan. Susan suggested putting to the Board committees that they should be looking at how their work brings them closer to our vision. Scott said that he would send out a similar request to the Ministry teams. Mark also suggested having a slide with the vision to the slides that play on Sunday mornings.

**Meeting Adjourned: 5:55pm**

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