

UUFCO Board Meeting

Date: February 15, 2024

Location: Large Conference Room at UUFCO, Zoom

Attending Members: John McKee, Heather McNeil, Robert Hedeem, Grace Kennedy, Mark Hickman, Jaz Halberstadt, Laura Voisinet, and Scott Rudolph

Guest Attendees: Diane Darling

Called to Order: 5:00pm

Opening Business

The Board: Laura Voisinet (past president, liaison to Auction and Policy Review), John McKee (president), Heather McNeil (vice president, liaison to stewardship), Grace Kennedy (at-large, liaison to personnel), Robert Hedeem (at-large, liaison to facilities), Mark Hickman (treasurer, liaison to finance), and Jazlyn Halberstadt (secretary, liaison to endowment)

Consent of Agenda: Hearing no objections, agenda is approved

Approval of January Minutes: Hearing no objections, minutes have been approved

Committee Reports

Finance Report: *Asset Management Plan:* Overall, we will be increasing our CD's through Schwab, the full report will be attached as a supporting document. Fletcher Chamberlin will be completing a financial audit. *First Half Financial Report:* Overall, we are having a very good year so far. Our rental income is higher than expected. Expenses are as expected. It is likely we will end the fiscal year with an operating surplus. See supporting document for specifics. Mark moved to close the cash reserve and asphalt maintenance funds, and move the current money in these two restricted funds into the Capital Replacement Fund. Grace seconded the motion. Passed unanimously. Likely year over year budgeted income increase will be around 70,000. Current assumptions for spending this increase include: payroll expenses, the social justice budget, and additions to the capital fund. Requests for budget submissions have been sent to line item owners. These will be submitted at the end of February. The finance committee will be reviewing these proposals on April 9th at 1pm in the conference room. A conversation occurred on our rental cost. In other words, what are we charging people to hold events at UUFCO.

Personnel Report: Grace met with Leora Mauck to review retirement policy since the UUA retirement fund manager has changed. We needed to make sure what was outlined in the UUA guidelines was in alignment with our employee handbook. We will need to update our UUFCO employee handbook so the language is aligned in the policy book.

Facilities/Building/Grounds Report: Bob is hoping to gather some members to help make our playground safe and spruce it up in the early spring.

Endowment Report: Donald Bear is stepping down as financial secretary and Rob Kinney will be taking that position. The nightly investment education event has been placed on hold. We are waiting on the financial report for October and December. Duke Chadsey and Rob Kinney will be working to create a timeline and process for transferring credentials and access to the accounts. The governing document will be ready for board review in the next few months. Endowment will be planning on making a 3 minute or shorter "plug" the second Sunday of May.

Stewardship Report: Two Sunday speakers have happened so far, they've been great. As of February 13, we have raised 45% of our goal. Big thank-you to our co-chairs of the committee: Nathan and Steph Jenkinson.

Minister's Report: AV updates have been underway: new mics, front projector, zoom experiences, etc! We have officially hired Parker Doelling's replacement. There will be some overlap for on-site training. Shanda Johnson has been working very hard and we are projected to be over our projected revenue for rentals. Leroa Mauck and Rev. Scott would like to propose a new staff position: Office Administrator Assistant at 20 hours a week, at 22,000 a year, 26,000 including benefits for the year. Bob moved to establish this new proposed position. Grace seconded the motion. Passed unanimously. Rev. Scott is hosting the event on Friday the 16th to propose a partnership with the Philippine partner church. Shout-out to Widening the Circle's workshop on the Article II changes. Many of our groups are gaining traction and have great energy at the moment. John McKee and Rev. Scott took a trip to Warm Springs. LDC had a great collaborative workshop. Growing our relationship with the Father's Group in town. Rev. Scott has participated in the Bend Liberal Religion Clergy's group. They will be starting a minister's improv group!

Policy Review:

- A. Policy for Use of Photographs, Video and other Recordings, along with the Release Form**
- B. Policy on Interaction with External Media**
- C. Policy on Official Website Privacy Practices**
- D. Policy on Copyright Infringement**
- E. Policy on Computer Information Systems**

Since these policies only had grammatical changes and content/messaging stayed the same. The policies have been reaffirmed by the board unanimously.

- A. Information Access Policy:** Heather moved to update this policy, Mark seconded. Passed unanimously.
- B. Policy on Prohibited Use of Email/Internet/Social Media:** Mark moved to update this policy, Heather seconded. Passed unanimously.

Additional Discussions

Chalice Lighters Grant: Chris Herrick has brought to our attention that we can apply for a chalice lighters grant. One idea could be an outside exit added to our green room. Another idea could be a matching grant to buy tiny homes for Oasis Village. The board would be responsible for writing this grant. We will move forward on the outside-exit addition to the green room.

Safety in Places of Worship: Ron Clarke is getting quotes for a security guard to see the reality of what that cost would be. Ron and Jerry Regan are meeting to talk about door monitor volunteers, which would be separate from greeters. Parker installed the front door lock. This group is looking at two modifications to the "building": to add a new exit to the outside to the green room, and a bollard to be installed in front of our electrical system. Heather has signed-up to receive information about writing grants when they become available. Conversation occurred on how and when we announce the updates, and planning some emergency drills.

Widening the Circle/Article II: We had the first workshop session this past Sunday. Sentiments: great timing, clear directions, great conversation, easy to take notes, good questions. No matter the direction we go, looking at values is an important reflection and exercise. We are a living faith, we grow, and this feels like a practice of this. They will be

partnering with LDC for a culminating workshop in May to look at the impact statement, 8 ways, and see if our new proposed Article II or the existing Article II is the better fit for us at UUFCO.

Next meeting: March 21, 2024 at 5:00pm in the UUFCO Conference Room