

**UUFCA Board Meeting**  
September 13, 2018  
Location: Conference Room

**Attending:** Erika Beard-Irvine, Marty Rudolph, Scott Rudolph, Sylvia McFarland, Greg Byrne, Chad Leonard

**Absent:** Max Merrill, Susan Kinney.

**Guest:** None

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

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

**Consent Agenda**

Minutes of August board meeting and September financials approved. September board agenda approved.

*Acceptance of consent agenda moved by SM, second by BG. Unanimous.*

**Reference Documents:**

Board Minutes August 9, 2018; September Board Financial Report 2018; Board Agenda September 13, 2018

**Minister's Report**

Things are very busy at church right now. All of the teams and committees are doing exciting stuff. Fireflies met and are getting ready for their fundraising year. The auction has been moved to the first weekend in June, which was when Fireflies was planning on doing a lot of their fundraising. We need a process for scheduling and coordinating fundraising on a calendar for next year (this year looks to be set). Marty asked to meet with Social Justice and Scott about planning this. She also stated that no one should be sending out correspondence on UUFCA letterhead without a Board member or the Minister reviewing it. She will look into creating a policy. Sylvia stated that fundraising checks coming in need to have identified on them that they are a donation or a purchase of a good or service for tax purposes. Scott will discuss this with Fireflies. Healthy Congregations Team will be looking at covenant this year as the central relational understanding of how we function as a church. The series on covenant that Scott did last year seemed to resonate with people. This fall, Scott will look at this topic with Healthy Congregations. Project Grace has started a conversation again with some people who are starting a low income preschool with emphasis on the Latinx community. This is just a conversation at this point. The Pastoral Care Team is up and running. They have a care list that they divide up among them for contacting. Soul Matters is starting up. Scott and Chela have been talking about how to offer more experiential things for people. The 10 o'clock Fill Your Cup coffee was attended by 8 people and was appreciated. Two services start this weekend. Everything feels ready to go. The Growth Team has done a great job. Social Justice had a meeting with clergy and laypeople from other progressive churches in town to coordinate efforts. Michael Franti is releasing a documentary of small stories of people he has met in his travels restoring faith in humanity. They are looking at holding the event here. It would bring in a lot of people who do not usually come in our doors, especially younger people. Parker is requesting \$810 in New Home funds for shelving, wall mount storage racks for lumbar, and blueprint storage. The request has been reviewed by Facilities Cluster who agree with the purchase. *GB moved approval of this purchase. Seconded by CL. Unanimous.*

The meeting went into executive session for the remainder of the Minister's Report.

### **Facilities Update**

Greg has been talking to Jenn about Parker. He has a limited number of hours that he can work. He is sitting in Facilities Cluster meetings, and they are concerned that the Cluster members will task him in a way that will limit his ability to do the remainder of his job. Greg has talked to the members, and Jenn will work with Parker in setting priorities. The parking plan is with the city and will take a few months to review. The transportation study said that we will be creating a positive effect on traffic, which should make the process with the city smoother. We have gotten a variety of estimates, but until we have a firm plan that is approved, we cannot finalize an estimate.

### **Financial Update**

A review was done of the event rentals. Chad, Scott, and Jenn looked at the document and had a conversation about Parker's hours. Chris Cassard said that we need to assert what kind of profit we want from event rentals. Sylvia plans to schedule a meeting with Scott, Jenn, the Facilities Management Committee, and the Finance Committee to discuss this. This will be brought back to the Board in the next few months.

### **Reference Documents:**

EOM Board Rpts Aug 2018; EOM Bd Rpts Bldg Detail TR Aug 2018

### **Personnel Committee**

Scott, Amy Falkenrath, Jenn, and Chad met to discuss Parker's many roles at the church. Some of the roles are paid at different rates, which is difficult to manage. On one hand, he was the right person for the job. Jenn had come with some suggestions that were discussed, including a professional janitorial service. In the end, they decided to make one role better for more occasions. He will be moved to a 20 hour/week salaried position with a cap of 32 hours per weeks (allowing for 12 hours/week of event work). When there are events in the building, the event holder pays for cleaning. Parker in a salaried position allows him to do more facilities management and less janitorial work when there are a lot of events in a week (so the event holders are responsible for cleaning) and more time on janitorial work when there are fewer events. He is 3/4 times equivalent, so he gets retirement but not other benefits. They are talking to an organization to come in a clean up on Saturday nights, which seems to be the most stressful janitorial time. This would be paid by the event holder.

### **Visioning**

Chad, Max, Scott, Susan, and Marty volunteered to write the questions to be put out to the congregation. They need to set up a meeting when Max is back and available. There is a Leadership Collective meeting on Nov 10. Marty stated that it would be great to have the questions done and some responses back by that meeting to recruit members of the Leadership Collective to be in the Strategic Planning Committee.

### **Policies**

Policy on Policies- There is a reference to a "past" that is over. The first paragraph should be removed. There is a typo in the second paragraph that needs correction. Marty will write a resolution that includes this.

Policy on Board Executive Sessions- Need for executive session is generally not known in advance. Discussion of advanced notification of executive session will be removed from the policy. A resolution will be written that includes this.

Policy for Political Activity- Scott expressed concern that the policy, as it stands, is too restrictive for the Board, because it requires a congregational vote and that the Board should be allowed to make statements on subjects that it can reasonably expect will not be divisive. Scott will rewrite this the way he would like it to read, and then a resolution will be written.

Policy on Use of Building Funds needs to be rewritten to reflect the renegotiation of the contract with the donor. Sylvia will rewrite the policy.

Policy on Service Animals and Pets stands as is.

*CL moved that the Policy on Service Animals be approved as is. SM seconded. Unanimous.*

Policy on Harassment- Greg suggested adding language regarding harassment by staffmembers to avoid disagreement with competing policies.

Leadership Development Committee is meeting this week to get information together to create a policy regarding the committee.

Sylvia reviewed the Endowment Policy with the Endowment Committee. She brought suggested changes and a resolution.

*CL moved to approve the resolution as written. Seconded by SM. Unanimous.*

*MR moved to accept the policy with changes as noted. Seconded by EBI. Unanimous.*

**Reference Documents:**

Resolution 2018-7; UUFCO Endowment Committee: Policies and Procedures

**Meeting Adjourned: 6:05pm**

**Next Meeting October 11 @ 4:00pm.**