

Minutes
UUFM Board Meeting
October 19, 2016 6:00 PM – 8:50 PM

Attendance:

Nancy Cramblit, President
Tony Filipovitch, Vice President
John Knox, Treasurer
Diane Dobitz, Member at Large
Tricia Nienow, Member at Large
Henry Panowitsch, Member at Large (left at 8:10pm)
Rev. Don Cameron, Minister
Becky Rossow, Scribe

Not present:

Marlene Stein-Greiner, Member at Large (came briefly, had to leave)
Carrie Rice, Past President

Moment of silence for three members entering hospice this week.

Check-In

Chalice Lighting

Review Agenda

- Add details for Sunday Service by Board
- Add Personnel's request to consider increasing CFD Director position to ½ time
- Add EdJ theater trip on December 4th
- Add Pioneer Bank signature motion
- Add Board Debrief

Approval of September minutes – Motion: Tony Filipovitch, Second: John Knox, approved

Old Business

Search committee update from Tony:

- Kim Evans, Tony Filipovitch and Tricia Nienow have agreed to be part of the DM search committee. Either Kylie or Peter Kuhlman have also agreed.

Entry art update from Nancy:

- B&G discussed the mural art at their Monday meeting. Concept, size and location are still being discussed.

Minister's Report

- Written report submitted.
- Note that Rev. Don is going to focus on two areas this second year of interim: development of new members and hiring a CFD Director

Treasurer's Report

- Written report submitted

Attendance Report as submitted

CFD Report

- Written report submitted
- Tony noted that he has signed up three more teachers for the classrooms and that weekly class attendance is quite variable without an explainable pattern

Action Items:

Developmental Ministry

- **MOTION:** To accept the congregation's recommendation to move forward with entering the Developmental Ministry program. Motion: Tony Filipovitch, Second: Diane Dobitz, approved
- It was noted that we need to keep communication at the forefront throughout the DM process
- Application
 - If we can get our application in before December 1, Mid-America will start advertising for a DM for us right away
 - John will fill out the financial portions of the application
 - John sent each Board member a copy of the interim application as a starting point for the DM application

Family Health Insurance Coverage for Employees

- UUA offers three plans for health insurance
- UUA recommends congregations cover 80% of individual and 50% of additional family insurance for full-time employees
- Discussion of whether to offer family coverage or not, is this something we can afford? John can run some numbers for review
- Keep consideration for family coverage open as we budget for future years
- Include this topic in stewardship drive discussions, bring it to the congregation

Sunday Service by Board 10/23/16

- Worship leader: Diane
- Opening/Closing words: Rev. Don
- Chalice Lighting: Marlene and Tricia
- Story for All Ages: Tony
- Reading: Henry
- Sermon: Nancy

Long-Range Plan Table Topics

- Have two paper copies available at each table, plus QR codes
- Nancy will make a rough draft of procedure to follow for each table
- Three tables each week during fellowship, at least one Board member at each table
 - 11/6: Goal 1
 - 11/13: Goal 2
 - 11/20: Goal 3
- Will also be presented at the Committee Chair Council meeting in November with highlights of which committees are responsible for what areas

Open Positions

- Have good list of candidates for open Board Secretary position. Diane will do the contacting.
- **MOTION:** Members of the Transitions Team may also be a member of the Board. Motion: Tony Filipovitch, Second: Diane Dobitz, approved.
- Membership chair: Rev. Don will ask suggested members if either is willing to chair that committee

CFD

- There is a request from Personnel to increase the CFD Director position to 20 hours per week to make it more attractive to potential applicants and to better account for the hours needed to fulfill the job description.
- **MOTION:** To accept Personnel's recommendation and increase the CFD Director position to 20 hours/week. Motion: Tony Filipovitch, Second: Diane Dobitz, approved.
- This is symbolic of our commitment to CFD
- Note the pay is at the proper UUA fair compensation level
- Rev. Don will talk with Gustavus about potential applicants

EdJ Theater Trip

- EdJ is planning a trip on 12/4/16 to see 'A Christmas Carole Petersen'
- VINE and Lifelong Learners would also help fill the bus
- Concern over who can sign off on procuring a charter bus for an event like this. Have to sign a contract with the charter bus company.
- An executive member of the Board would have to sign the contract
- The Board is supportive of the concept, but needs to develop a policy to cover these kinds of requests
- EdJ will work out more details and communicate with the Board

Pioneer Bank Signature

MOTION: To add Dennis Cramblit, Bob Finley and John Knox as signatures on the Pioneer Bank account. Motion: John Knox, Second: Tony Filipovitch, approved.

Discussion Items:

Office Administrator

- Linda has an overwhelming amount of work to accomplish in the hours allotted. This does not allow time to work on the website.
- Need to develop policies on how to deal with requests from committees, members, etc. – Don will work with Linda to develop these.
- Board to consider more hours or office assistant to take some of the load, if budget permits.
- Also, look at compensation numbers.
- Nancy will ask Finance and Personnel for a recommendation regarding OA salary and hours

Board Debrief

- Idea for a time during the Board meeting to bring up suggestions, concerns, etc.

- Will be discussed at future meeting.

Adjournment at 8:50 PM

Tasks:

Nancy – Reminder to Linda to put agenda in DropBox 'Current Board Meeting' folder

All – Review interim application and think about what to include in the DM application, particularly the strengths, goals and momentum areas of the application. Fine tuning and approval at the November Board meeting.

John – Run some numbers on family health coverage for employees

Nancy – Rough draft of table topic procedure for long-range plan discussions (how LRP came about, review of goal and objectives, elicit suggestions from participants for how to achieve goals, etc.)

Diane – Contact list of potential candidates for Board Secretary

Rev. Don – Contact members who were suggested as potential membership chairs

Nancy – Contact Finance and Personnel for recommendation on Office Administrator salary and hours