

## UUFM Board Meeting August 16, 2017 6pm

**Attendance:** Nancy Cramblit, Tony Filipovitch, John Knox, Tricia Nienow, Diane Dobitz; *Absent:* Barrie Evans, Henry Panowitsch

### 6:01 Greeting

**6:02 Chalice Lighting:** from “Why I Come to Church,” A. Powell Davies

### 6:04 Review agenda

### 6:07 Check-In

**6:17 Consent Agenda:** Tabled (no Board Minutes to approve, no other action items)

### 6:18 Personnel Recommendations

- Role of Personnel Committee: Personnel Committee to respond to draft personnel policy and return to Board no later than October meeting. This should help clarify role of committee under Policy Governance approach that we are transitioning into.
- Issue of Office Hours for Children’s Faith Development Director (CFD): Staff meetings will be every other W at 4 for now with Board President serving role assigned to Minister. Should permanent scheduling conflict arise for Board President at later date, Board will consider appointing a different member to serve Minister’s role.
- Issue of CFD contract, should minister be hired mid-term:
  - CFD duties continue, whether or not minister is in place.
  - Shared Pulpit duties would be concluded by December, and unlikely to hire a minister before then.
  - Intergenerational Service duties could be continued to end of term, filling minister schedule for 1 Sunday/month out of pulpit.
- Issue of pay rate for CFD: Higher than initially budgeted
  - Cannot sustain FT Minister and 1/2T CFD Director at salary offered.
  - Office Administrator salary will also be affected by these discussions.
  - This should be an issue raised in the October Stewardship Drive (for FY 2017-18)—is congregation willing to step up to the cost of the services we are enjoying?
- Recommendation from Personnel Committee, via Personnel Chair
  - Motion: Contract with CFD Director shall specify that a minimum of 4 participants will be required for the course to be offered. *M-TF, S-DD, Unanimous*
  - Motion: Abide by UUA Retirement requirements, which are that all employees become eligible for retirement contributions upon completing 1,000 hours in a fiscal year. *M-TF, S-DD, Unanimous*
  - Motion: Janitorial position shall be a contract position rather than a salaried employee, and that Building & Grounds take responsibility for soliciting bids (as with snow plowing). *M-DD, S-TN, Unanimous*

### 7:18 Treasurer’s Report:

- CFD may be making additional requests—OWL training, “Nurturing Children’s Spirits” workshop, other special projects.
- If the Minister line stays unfilled for the rest of this fiscal year, and the rest of the programs stay on budget, the impact at the end of the year would be \$25,000 additional reserves available to offset projected shortfalls for 2018-20.

- Motion: Adjust budget for extra CFD Director duties at 10% of salary (increasing to 60% time). *M-TF, S-DD, Unanimous*

### **7:43 Update:**

- Safety Policy—Team is Nancy, Tricia (Membership), Tony (CFD), Becky (B&G). Will meet again before next Board meeting.
- Attitude of Gratitude—Linda, Marlene, & Sue will develop a formal policy statement yet this Fall.
- Request from Elora Sein-Greiner—Motion: Approve request to serve alcohol at family party in building at end of August, provided there is ID checking for serving alcohol. *M-JK, S-DD, Unanimous*
- Developmental Ministry—No new information from UUA.
  - Tony will phone Keith Kron at UUA
  - Nancy will contact Phil Lund at Midwest Region.
- Cultural Competency Workshop with Lisa Presley (Midwest Region)—EdJ will pursue opportunity. Requires collaboration with other congregations; will inquire of MWR whether partners could be local congregations (UCC, YWCA, Islamic Center, United Methodist, etc.).

### **8:01 Email voting procedures:**

- Text Alert to Board members notifying of upcoming e-mail vote (Office Admin to leave VM if no txt available).
- E-mail call for motion & second; once obtained
- Discussion by e-mail open for 24 hours after second is posted; followed by
- Question automatically called (affirmative vote not assumed by motion or second—they must post a vote independently of previous action).

### **8:07 Committee Chair Chart**

- Motion: To appoint Dennis Cramblit as Finance Chair, extending beyond 3-year maximum term. *M-JK, S-DD, Unanimous*

### **8:16 Governance and Ministry**

- Using Karen Gustafson's notes (facilitator for Board Retreat), NC & JK will develop Powerpoint for congregation at In-Gathering Sunday on 9/17
- Extra copies of *Governance & Ministry* to be given Library and others.

### **8:24 Speaking for the Board**

- Individual members speak for the Board on any issue for which the Board has taken a vote or a formal position, or if delegated by the Board to speak on an issue. At other times, individual Board members may speak for themselves (while recognizing that their position on the Board carries specific ethical considerations).

### **8:35 Main Tasks for the Year**

- Listening Circle moved to 9/24 at in sanctuary after luncheon
- Discussion of being disciplined & intentional tabled to next meeting.

### **8:40 Adjourn**

**Next Meeting: September 20, 2017 at 6pm**