

Minutes
UUFM Board Meeting
December 5, 2019 6-8 p.m.

Present:

Tony Filipovitch, President
Penny Herickhoff, Vice President
Tom Little, Member at Large
Tricia Nienow, Member at Large
Andy Roberts, Member at Large
Faye Mattison, Secretary
John Knox, Treasurer (attended via Zoom)
Rev. Rita Capezzi, Minister

Not Present:

Nancy Cramblit, Past President

Greeting and Check-In

Chalice Lighting and Board Covenant: We are a welcoming people of diverse beliefs who commit to nourish the spirit, broaden the mind, nurture the earth and build community. May this flame we kindle remind us to strive, today and every day, to love beyond belief.

Review Agenda for Adds/Revisions: Added Request for Alcohol Use at New Year's Eve Event by Sue Stevens Chambers.

Visitor's Forum: No visitors.

Consent Agenda: Attendance, Treasurer's Reports, Committee Reports. Removed November Board Minutes. Approved.

Motion to amend November Board Minutes to read as follows under Treasury Report Format: Because the Finance Committee meets two weeks before the Board, the Board will receive the same information as the Finance Committee. Andy Roberts; Second, John Knox; approved.

Updates:

- **Board E-Mail Vote on Use of Alcohol at Marlene Stein-Greiner's Family Dinner on Saturday, November 30:** Unanimously approved.
- **Change of snow-plowing provider:** A new contract for snow removal was signed.
- **Request for Alcohol Use at New Year's Eve Event by Sue Stevens Chambers:** John Knox; Second, Andy Roberts; approved.

Ministry Report:

- Peter Kuhlman will continue as Choir Director. Practice will move to Tuesday evenings in February 2020.
- In February 2020, our computer program support goes away. Linda has a computer in mind; she'll check it out. If it's good, we are authorized to buy.
- Computer programs: Users of Microsoft Office are now required to rent the programs for approximately \$100 per month. Microsoft will then keep them up to date. Linux is

- open use. Accounting software: We'll have to pay for Quickbooks.
- There is no standard program package via MidAmerica or other UU source, although UUA makes recommendations for some programs. John will check with Linda to see if Breeze has more capacity.

Safety Policy Review:

- We made the following changes to the Emergency Preparedness Policy and Procedures:
 - ▷ p. 1, para. 2: Take out "their own" so it reads "...the use of knives."
 - ▷ p. 1, under Procedures, para. 8: Change "provide" to "coordinate" so it reads "The Safety Coordinator will coordinate annual training...."
 - ▷ p. 1, para. 9: Insert "Board" so it reads "UUFM Board will assume...."
 - ▷ p. 2, para. 2: Add the location of the utility switches or valves or circuit breakers:
 - "Water shutoff is in the closet under the east stairwell."
 - "Gas shutoff is in the boiler room on the south wall, and the emergency shutoff is outside the door to the boiler room (it is labeled)."
 - "Electric circuit breaker boxes are in the following locations:
 - In the boiler room (north wall)
 - In the east stairwell (on the wall)
 - In the closet next to the elevator (for the elevator)
 - In back of the sanctuary (west wall)"
 - ▷ p. 3, under Tornado, item c: Change "c" to read "Open space in the Fellowship Hall is a secondary choice, particularly if the crowd is large." (Discussion Note: Fellowship Hall has reinforced beams. The Fire Marshall said that Fellowship Hall is not the best place because it is such a large, open space, but it is a good second choice.)
 - ▷ **Motion to approve the policy as amended.** Penny Herickhoff; Second, John Knox; approved.

Operating Pledge Drive:

- Materials:
 - ▷ Brochure—
 - Crista Bohlmann will look at specifics this weekend.
 - A draft of the brochure will be ready for the Board to review by the January 2 Board meeting.
 - The brochure and a letter will go out to committee/team members in February and to the congregation in March.
 - ▷ Pledge Card—
 - Tony has added several choices for giving levels as well as a spot for people to indicate their talents/volunteer interest areas. The Board discussed whether to have a lot of choices for giving levels. John suggested getting rid of "This is an increase." The pledge is for the fiscal year, and it will continue until the next fiscal year. John can put individual current pledges on the cards. Tony will round robin Board members with different versions of the pledge card.
 - If we have enough space on the back of the card, we can use it for mission items.
 - People will receive the pledge card two weeks before Pledge Sunday,

which is March 31.

- ▷ Write-Ups—
 - A letter to CFD parents will be ready for the Board to see at the January 2 Board meeting.
 - Write-ups could be included in the order of service for the all-generation service on January 19.
 - Penny suggested that we could have a brief celebration of our solar and lighting achievements at the Semi-Annual Meeting on January 26. This could be done in a visual and upbeat way, sharing how this changes our green footprint. What would breaking even look like?
 - Starting in late February and running through the third week in March, various pieces on Mindful Stewardship and other topics will go out in the Weekly and via email.
 - A thought for another year: Penny suggested that our young people could interview past presidents to identify issues that were important during their time of service. The kids could use these ideas to create a play.
- ▷ Dreams and Visions—
 - We could ask for input on a list of dreams and visions at the Semi-Annual Meeting. We will share a PowerPoint display of congregational leaders past and present, and of the old building and our current building. Later these pictures could be posted to our website.
- ▷ Calendar:
 - For additional calendar items, see the Stewardship Strategic Planning Timeline in the November 7 Board minutes.

January Board Meeting:

- Our next Board meeting will be on **Thursday, January 2, at 6 p.m.**

Motion to Adjourn at 8 p.m.: John Knox; Second, Tricia Nienow; approved.