

UUCR Board Meeting Minutes
Tuesday, August 8, 2017; 6:30 – 8:30 pm
The Olin Room in UUCR

I. Chalice Lighting 6:30 pm.

The Chalice lighting words were recited by everyone and Spike Harrison lit the candle.

II. Call to Order

III. Approval of June Board Meeting minutes. There was no July Board Meeting. (5 min)

- a. Page 2, 2B. Board was not aware of the formal agreement.
- b. Page 3, 2C. remove
- c. Page 6, 1. I. Motion was offered by Laura Latham
- d. Page 7, 3. B. Change to BUY
- e. Page 7, 3. B. (With regards to UUA Insurance Plan) ...
- f. Cy Dillon offered a motion to approve the June 2017 Board Meeting minutes after the above listed changes are made. Second motion to approved made by Jeannie Berger. No opposed. Motion Passed.

IV. Approval of Board meeting agenda (5 min)

- a. Remove deferred and give SMC 5 min
- b. New Business, Add F. Assign a person to take over M&M Fund Chair.
- c. Remove deferred and give Personnel 10 min
- d. Cy Dillon offered a motion to approve the August 2017 Board Meeting agenda. Second motion to approve made by Jeannie Berger. No one opposed. Motion passed.

V. Recommended Motion/s for consideration (10 min)

- a. There are over 100 signatures on the Declaration of Conscience but need a motion from the Board for the UUCR to be a signature for the UUA Declaration of Conscience. Jeannie Berger offered first motion to approved and Spike Harrison second motion to approve. No opposed. Motion passed.
- b. Cy Dillon second the motion to approve the status of the Minister Emeritus status on Kirk Ballin and no one else until a policy qualifications of an emeritus minister are approved. Beverly Telfer gave second motion to approve. No opposed. Motion Passed.
- c. IT/Software to update WIFI throughout building. Work to be done by OneStopPC.
 - i. RevAlex spoke in support of recommendation made by One Stop PC

- ii. It was stated that other local churches are upgrading and using Lee Hartman and Son's and it is significantly more in cost possibly twice the offer from OneStopPC. Laura agreed and supported the motion stating as we continue to grow at UUCR we are open to many more possibilities by having this in place.
- iii. Spike Harrison stated this is a brand-new expenditure and this would add more to come from surplus. RevAlex stated that he and Spike are co-actively working to raise money.
- iv. It was asked if the seven-principles could be applied as this is a new and it should be covered. Carl stated in Exec meeting it was agreed to ask for \$10,000 from Seven principles. Cy stated if the fundraising didn't turn out as hoped that it could be applied for at a later date. Congregational vote later if needed if funds aren't raised.
- v. Laura first offered a motion to approve the work to be completed by OneStopPC per their recommendation. A second motion to approve came from Cy Dillon. No one opposed. Motion Passed. The funds should come from Board Other Expenses for now until later date at the discretion of the V.P. of Finance.

VI. Unfinished Business (6:55 pm)

- a. **STBE task force update to include approved jobs to be done or have been completed:**
 - i. Jay Burnette completed the painting on the second floor, following the flooring installations and clear glass panels on the internal classroom doors, the job cost \$1,030.
 - ii. 8/2-8/4, Varney added outlets to classrooms on second floor, the job costs \$1500-\$1700. Varney will return when the board is ready to move forward on the break room. As of now the microwave uses all the amps available and to add a mini fridge an it will be necessary to have an additional circuit added.
 - iii. The second-floor bathroom update will fix the plumbing issue and update the bathroom making it an all accessible bathroom. The job costs \$2,200 and work will be done by Paul Jackson, the job starts 8/8/17.
 - iv. The front and back doors will be done as soon as all materials have been delivered to Security Lock and Key. We have planned a start date of 8/15. The job cost is @ \$5,800.
 - v. Custodian has begun work on windows to remove mildew.

VII. New Business (7:00 pm)

- a. Auction Info/Updates from Sheri Bernath
 - i. Donations needs to be entered.

- ii. Software will be purchased and it is the same that Blacksburg UU uses for their auction.
 - iii. We will be able to use to input during the auction
 - iv. Meetings are set up. Advertising can be done before services starting Aug 20th. There will be a table in the Fellowship Hall set up after services.

- b. Varney to install new LED light fixtures. Cost for materials to include installation are attached. Varney could do all at the same time or could do main floor and 2nd floor at two different times.
 - i. Deferred for future and in next phase.
 - ii. This will reduce amps on out of date wiring and ups the safety. Carl stated the wiring is the problem not the fixtures. There are 3, quads and 29 doubles to consider.

- c. Building Enhancement Committee has suggested the removal of the playground area. Alan Moore, DLFD states he will need to gather more information, recognizes it is a sensitive subject, but agreed it was an eyesore. It currently is a safety and liability issue and therefore can't be used. To update UUCR curb appeal removing what is currently an eye sore is suggested. Would like to request approval to remove by the next board meeting in September if not before. It would be nice to have it done prior to the start of Sept classes. The cost for removal and having gravel put down in its place for staff to park in that location will be \$2,000.00.
 - i. Cy Dillon states there are reasons to not put this on the fast track. The Congregation maybe should be able to give feedback. Second parking on gravel is best not on mulch due to possible fire. Cy Dillon agreed
 - ii. Jeannie Berger does not want to have this removed.
 - iii. RevAlex hopes that this would be included within the study and planning. Also, it was encouraged for a team to go visit the UU Blacksburg playground.
 - iv. Alan Moore stated Jane Haddad, Building Enhancement Committee Chair; contacted him and he didn't have enough information and feels the subject matter should be discussed and would like to have several options presented.
 - v. Spike Harrison suggested should this be part of the upcoming Town Hall.
 - vi. Cy Dillon agreed with RevAlex this subject should be included within a plan. This needs to be a plan that has synergy behind it.
 - vii. Claire English stated options should be given to congregation but not just the idea alone. Would like to see a playground accessible from the inside of the building.
 - viii. SMC stated it may be a subject that people will get behind.

- ix. Deferred until the next Board Meeting. Open to suggestions.

- d. Meeting notes submitted by Spike Harrison, Board President, Handwritten page 24
 - i. Laura Latham asked if there was a congregation member whom stepped up to lead a Stewardship Campaign. Jeannie Berger stated this member is passionate and is a possible consultant. Spike Harrison stated he has been asked what the term “Stewardship” means and suggested updating the verbiage used. The campaign itself would become an expectation that it can happen if we have a committee.
 - ii. Bullet point 4 - Endowments policies previously written were done so by their own committee but should be directed by the Board and Board approved. Endowment is considering the agreement of 4% per quarter or all at once. Endowment would like better direction on reporting to the Board and are looking to the Board to invite them to a Board Meeting to approach the full Board to share on understanding on what each committee member are doing and what plans they have. RevAlex would like to see policy before approaching and one written and approved by the Board.
 - iii. Board Retreat is set for Sept 30. Additional options would be Sept 9 or Oct 28. RevAlex will be coordinating a final date and make the board aware.

- e. Implementation of LFD policies. Laura Latham, Chair of LFD Council (7:40 pm)
 - i. Laura Latham stated these are policies that have been discussed for 6 months. It is imperative we have policies in place prior to Fall Classes begin at UUCR.
 - ii. The policy submitted has been updated to adhere to the UUCR location and was very extensive. Policy was sent out today to the Board however it is the same policy that has been suggested over the last year.
 - iii. James Rosar requested time to review the policy.
 - iv. Laura Latham requested motion to approved that the UUCR Board adopt the LFD, policies and procedures written by, UU Congregation from Blacksburg’s as amended by the UUCR, for a period of 6 months. Jeannie Berger second the motion to approve, one opposed. Motion passed,
 - 1. Claire English suggested helping Laura Latham with reviewing of the policy.
 - 2. Structure is what needs to be considered within the policy for UUCR but otherwise looks great, per Jeannie Berger.

- f. Nomination for the M&M Fund due to the resignation of Michele Peppers. Chair is Margie Garber.
 - i. Jeannie Berger offered to represent the M&M Fund with quarterly meetings.

VIII. Board Reports (7:55 pm)

a. Minister, RevAlex (15 min)

- i. Looking for a 10% increase of average church attendance, a 10% increase of pledges from last year, and for 100% increase in children's attendance.
- ii. Guided tours for Christ Luth across the street and other local church that have completed major updates over the past year. Leaders of these groups invite UUCR members for guided tours of building updates from massive renovations that they have completed.
- iii. There are over 100 signatures on the Declaration of Conscience but need a motion from the Board for the UUCR to be a signature for the UUA Declaration of Conscience. Jeannie Berger offered first motion to approved and Spike Harrison second motion to approve. No opposed. Motion passed.
- iv. The question was raised on if a vote from the Board was needed or not in order to give Emeritus status for Kirk Ballin. This topic was discussed with the Board a year ago, and was said this should go into effect in Fall of 2017. This would mean UUCR Board would affirm now, that Kirk Ballin continue in his ministry, find resource in their ministry, budget line, and even see him in the pulpit as the Minister Emeritus. Typically, the Board of Trustees vote on emeritus status's. Emeritus is an honorary title to someone who served with great merit and whom have exceeded their work efforts. Past ministers must be gone for a period of time so there has to be someone within a policy that defines what an emeritus minister would be at UUCR.
 - 1. Cy Dillon requests motion to approve the status of the Minister Emeritus status on Kirk Ballin and no one else until a policy qualifications of an emeritus minister are approved. Beverly Telfer gave second motion to approve. No opposed. Motion Passed.

b. Summer minister, Tyler Coles - deferred

c. V.P. Finance, Carl Reed - Finance (5 min; 8:15 pm)

- i. Request a meeting to discuss updates to the fiscal year budget
- ii. Majority run deficits and a \$10,000 deficit is an encouraging one not a bad thing.

d. Personnel (5 min)

- i. Deferring until executive session

e. SMC (10 min)

- i. SMC would like directions from the Board with how they should address the results with suggestions of taking the top 3 that arose from the results and use those for the next Town Hall. This is UUCR baseline year since the survey was complete. Using RE would not be one that should be discussed as UUCR has hired a DLFD now.
- ii. SMC would like directions on whom should serve on the Town Hall meeting scheduled for Oct 8th and topics.
- iii. A suggestion was made regarding communications within the church such as possible Board highlights to be included within the weekly e-news.

f. DLFD, Alan Moore (5 min) 8:30 pm

- i. Plans are coming along and kids are loving it. Having fun and getting the kids used to coming on Sundays.
- ii. As of last Sunday, August 3rd; we have 8 volunteer teachers out of the 16 needed.
- iii. Working on Student projects and will share soon once completed.
- iv. Alan has been attending conferences for professional development

g. Congregational Administrator, Megan Brauch – deferred

IX. Executive Meeting, (20 min) deferred until after action items and upcoming dates

X. Action Items (5 min)

a. Board Members

- i. Give SMC direction on use survey results and listening circles by Sept Board meeting
- ii. Give SMC a list of Town Hall panel recipients and topics by Sept Board meeting

b. RevAlex

- i. Send the calendar to board by September Executive Meeting
- ii. Gather articles regarding healthy deficits and submit
- iii. Set up inspection of the building with Fire Marshall

c. Policy Planning Team

- i. Draft copy of a policy presented to the September Board meeting.

d. Jeannie Berger

- i. Will represent the M&M Fund with quarterly meetings and will contact Margie Garber who is committee chair.

e. Megan Brauch

- i. Board highlights added to Weekly e-news and let them be brief. Work with Sheri Bernath to accomplish a brief explanation.
- ii. Update contacts page.

f. Spike Harrison

- i. Will lead a search for a Stewardship Committee and Chair

XI. Adjourn

- a. Adjourned board meeting at 7:40 p.m.
- b. Executive Session began at 7:45 p.m.

XII. Upcoming dates

- a. Leadership Training at UUCR

XIII. Post meeting review