

**UUCR December Board Meeting Minutes**  
**Tuesday, December 12, 2017; 6:30 – 8:30 pm**  
The Olin Room in UUCR

In attendance:

Jeannie Berger, Alan Moore, Carl Reed, Spike Harrison, Claire English, RevAlex Richardson, Cy Dillon, James Rosar, and Megan Brauch.

- I. Chalice Lighting – 6:30 pm**
- II. Call to Order – Spike Harrison**
- III. Guest Speakers (5 min)**
  - a. Lorraine Fleck and Barbara Smith with Mission of the Diversity Action Group of UUCR, approached the board. The group was granted \$1,500.00 from the M & M funds and would like to begin creating a teaching class to better reflect that diversity in our congregation and staff with goals being to have open discussions with congregants about “white supremacy” and other forms of discrimination based on the U.U.A. Curriculum, “Examining Whiteness: An Antiracism Curriculum”. Also, to host a spring community event at which we would present an award to a person who has contributed to appreciating the value of diversity to our Roanoke Valley Community. RevAlex requested the group to first discuss with himself and Alan Moore the current plan regarding events currently scheduled in hopes to keep the planning going over the next 12-18 months. Policy Governance is very important to start with authorizing groups and gathering what the group would like to see the Board and UUCR get done regarding plans.
  - b. Mr. Wages
- IV. Approval of November Board Meeting minutes. (5 min)**
  - a. Policy Governance meeting with Carl Reed will happen in January.
  - b. Motion to approve minutes by Jeannie Berger, second Cy Dillon, no one opposed, motion passed.
- V. Approval of Board meeting agenda (5 min)**
  - a. Motion to approve sand and chalice to be used for Jeannie’s wedding, yes approved no need for motion for this approval.
  - b. New Business add Jeannie Berger regarding banner approval.
  - c. Agenda approved, no one opposed.
- VI. Recommended Motion/s for consideration (10 min)**
  - a. Request approval of updated Facilities Use and Alcohol Policies and Procedures.
    - 1. Call Church Mutual to see if events will need to get their own insurance.
    - 2. #1 needs to read “Alcohol is permitted at a church sanctioned event only with prior approval of the church congregational administrator or minister.”
    - 3. Third section change verbiage to “change comfortable to appropriate”
    - 4. Motion move to approve by Jeannie Berger and second cy Dillon. All in favor. None opposed. Motion passed.

5. Add policy to the website. Make known in the January Newsletter.
- b. Request approval of Church Assistant hours from 5 to 8 a week. Defer to January to allow board and Carl Reed to review.
- c. Request approval for the purchase of Glasson Recycling and Trash cans costing \$545.47 along with account number for funding. Defer to January for board to review.

**VII. Unfinished Business (10 min) 7:25 pm**

- a. Stewardship Update (5 min) Valentine's Day to Easter will be the dates for capital and regular church pledge. Meeting has been set for January 16 with Governing Board and Endowment. Suggestion made to hold an annual meeting going forward.
- b. Spike Harrison on funding for UUCR parking lot. Bert Spetzler is reviewing quotes from several companies and will discuss with Building Enhancement Committee then present findings to the board. (15 min). Salem Paving is the company that has been chosen to redo the parking lot and driveway. If there is a restricted gift specifically to UUCR it can only be accepted with letter from the Board. This is where UUCR should move to accept the gift. These topics will be discussed in January at the meeting.
- c. Kitchen Update – There are two company estimates in progress. Look for a report coming in January from the committee.

**VIII. New Business (5 min) 7:45 pm**

- a. Auction Info/Updates from Sheri Bernath. Two auctions items will be on the stage area to advertise using the easel for January. More information to come.
- b. Jeannie Berger to discuss a banner to purchase. M & M Fund approved for \$475 which covers two small banners. Board suggests allowing the congregants to vote on which one of the three they choose on ballots that can be left and then can be counted. Last Sunday in January possible date.

**IX. Board Reports (approve by consensus unless otherwise requested) 8:00 pm**

- a. **Minister, RevAlex - nothing new to report.**
- b. **V.P. Finance, Carl Reed - Finance (10 min)**
  1. Accountants need to be hired for the W2's, 1099's, and payroll. To do this, we also need to upgrade our QuickBooks. The accountants can access our QuickBooks from their office. This is the direction UUCR needs to go as we are the only UU who doesn't have Accountants. Accountants could work for us every other week. It would be good to hire accountants and allow Carl time to work with them for a few months before Carl's departure.
  2. PowerChurch can be used for contributions and membership. Carl and Megan will begin working together in January once he is done with yearend financials.
- c. **Personnel – Board President Spike Harrison with help from Laura Latham. – deferred.**
- d. **SMC, Don Wages here to represent (5 min) – 8:10 pm**
  1. Topics for January 21, 25, and 28 listening circles. "Do I have to be an activist to be a UU"
  2. Likes to support the board in observation in how SMC can help the board when needed.

- e. **DLFD, Alan Moore - (10 min) 6:55 pm**
  - 1. See the board report where Alan added previous requests to the board. Organizations that UUCR can support and work together in the community. Funding professional development line item needs to be discussed. Goals of nominating a youth member to the board as acting counsel in a leadership position.
- f. **Congregational Administrator, Megan Brauch - see report (deferred)**
- g. **Building Enhancement Team, Jane Haddad-Chair - see report (deferred)**

**X. Action Items (10 min) 8:20 pm**

- a. Spike Harrison -
  - 1. Need to set up a time to meet before January 16 meeting to prepare. Will contact Carl Reed.
  - 2. Need to get with Alan Moore about safety.
  - 3. Need to get with Cynthia on Endowment.
- b. RevAlex - Get with Bert Spetzler about January 16 meeting
- c. Cy Dillon -
  - 1. Get with Church Mutual to discuss coverage etc. as Board President Elect and include Spike Harrison as Board President.
  - 2. UUCR needs policy or board approval allowing UUCR to get more involved in joining advocacy groups and can advertise that we are a part of these groups? The UUA states their views are in alignment with the groups. The Board must set a policy and would like Cy Dillon to present a policy.
- d. Megan Brauch -
  - 1. UUA magazine subscription for Claire English and anyone else whom may want to be added to their mail distribution list.
  - 2. Church Mutual contact to Cy Dillon.
  - 3. Pam Yates is head of the Coffee Pot task force. Follow up with her.
  - 4. Update the Alcohol policy then upload to website and include in January newsletter.

**XI. Adjourn - Move to adjourn Cy Dillon, second Carl Reed, no opposed motion passed. 8:30 pm.**

**XII. Upcoming dates**

**XIII. Executive Meeting, if needed.**