

**UUCR Board Meeting Minutes – Olin Room
Tuesday, February 13, 2018; 6:30 – 8:30 pm**

Attendance:

Megan Brauch, RevAlex, Spike Harrison, Cy Dillon, Jeannie Berger, Carl Reed, James Rosar, Beverly Telfer, Claire English, Laura Latham and Alan Moore

Guests in Attendance:

Dave Brattain, Jerry Trammel, Gene Edmunds, Lorraine Fleck and Lynn Yates

- I. **Chalice Lighting** - 6:30 pm by Spike Harrison
- II. **Call to Order**
- III. **Approval of January Board Meeting minutes. (5 min)** 7 pm – All in favor. None opposed. Motion passed.
- IV. **Approval of Board meeting agenda (5 min)**
 - a. Add Claire English regarding values workshop and discuss missions and visions.
 - b. Add Bill Bestpitch inquiry to using the land across the street to put his sign on lot. Board is okay and all other candidates should be allowed to use the land too. Signs are required to be removed by the day after the election. Update: Signs must come down per Spike Harrison as of 2.27.18.
- V. **Guest Speakers (15 min) – 6:35 pm**
 - a. Dave Brattain – Approach the Board explaining roofing issues and preferences. Board was very Thankful for all the time and work being done.
 - i. There are 4 leaks on the flat part of the roof in the attic. Nothing serious from a damage point of view. This is going to become a ruling thing out type of project. Joists and Beams are okay for now.
 - ii. The external parameter of the steeple area is the cell company’s responsibility and they have come several times and are continuing to check on the issue. They sealed some areas and to date this did not work, it’s better but not fixed, they will have to come back and preferably before the roofing company comes to do the work. They are willing to work with us but they also have hard time pinpointing the leaks.
 - iii. Had 3 companies and the third one, Baker Roofing was best and familiar with flat roofs. Around the steeple is a flat area and you can’t see from the road. This has been beat up over time and we know this is origin of the leak. Half round gutter on the road side of Sanctuary and this will need to be done too. This is the type of project that must be done in stages to rule out all the potential areas that are problems. They will need good weather to get done.
 - iv. Third week in March the kitchen will not be usable due to cleaning ceiling and painting etc.
 - b. Lorraine Fleck – Diversity Action Group Follow-Up
 - i. White Supremacy Teach-In taking place this Sunday during the service. See this as a first step and have more Teach-In’s to follow. Hope this is going to be a growing work within UUCR.
 - ii. Group has working very hard and the entire board is very pleased and excited with the 2-3-year commitment to the work being done.

VI. Recommended Motion/s for consideration (10 min) 6:55 pm

- a. Request motion to hire Baker Roofing to complete next step regarding the flat part of the roof. Cost not to exceed \$1500. (5 min) Funding could come from the \$5000 Maintenance Fund. Cy Dillion move board to approve and instruct VP Finance to report back to the board. Spike Harrison Second the motion. All in favor. No one opposed. Motion passed.
- b. Request approval for Bad Weather Policy update, now includes instructions (5 min). Add in the explanation that the backup will be the Board Clerk. No vote is needed. Good Administration work

VII. Unfinished Business (30 min) 7:10 pm

- a. Kitchen Update – See B.E.C. Reports. Kitchen remodel pushed back to start after April 1, 2018. Jane Haddad, Building Enhancement Committee Chair called the City and found out that UUCR will need to have a permit. Janes was also instructed to have the building inspected for Asbestos. These two things that push the deadlines and work to be done back. Estimates are just thought because we don't know where it will go. Summer would be much more ideal for a remodel. The board needs to ponder the thought of worse case is a lot costlier than estimates given to date.
- b. Asbestos Estimates in case removal is needed in the kitchen area; are being collected by Feb 28.
- c. Stewardship Campaign Updates to include Sunday Service on 25th with Spike Harrison **7:15 pm**.
 - a) UUCR Renaissance / Kick-off; Spike will talk. RevAlex will give a talk on Renaissance. Cy Dillion will donate bagels. Carl Reed will donate doughnuts. Spike Harrison will contribute fruit. Spread of food for 8 persons per table already set up. Teenagers help with refilling beverages.
 - b) Possible opportunity to exceed collection by asking persons to possibly increase their pledge by 5%. Suggestion of 3% raise which in offset will bring in much more. Last year's target was \$190,000, so possible projected goal of \$225,000 since the kickoff is 2/25/18. Staff cost of Living expenditure raise of 2% should be considered.
 - c) Pledge Card will be more compact which will allow it to fit into an envelope.
 - d) Letter will go out on the Wednesday Feb 28th, One of a Thank you to all those who contributed on the 25th. The ones who hadn't yet pledged they will get the letter. RevAlex, Alan Moore, and Megan will work on tri-fold letter stating here is what the church has accomplished and here is what the church hopes to accomplish and we thank them.
 - e) Spike Harrison has separated the church congregation into groups and will be supplying a possible script to use if the caller chooses to use the script but does not have to use it. Calls should be done before the 25th.
- d. Jeannie Berger – updates on Policy governance. 7 :40 pm – Teaming up with Stewardship on March 18th to include Stewardship goals. March 18th is also both choirs. Leading up to a vote at the annual meeting for the policy governance. Page on website and newsletter summarizing changes to draw attention to people.

VIII. New Business (5 min) 7:50 pm

- a. Updated figures for the Annual UUA Membership Certification 2018 (informational only)
- b. Tree removal on lot across the street – The first two companies have been to UUCR. We are waiting for proposals. 1. Extreme Tree Co 2. Bartlett Tree Experts. 3. Tree Smart

IX. Board Reports (approve by consensus unless otherwise requested)

- a. **Minister, RevAlex (10 min) 8:00pm**
 - i. Announcements will be in written form please email Megan by Wednesday evening
 - ii. Linda Wallis is going to be asked to do an Attendance count with a silent counter.
 - iii. Review of Directory in support of giving campaign and found three things, 1) children's names are missing, 2) two names have disappeared - board needs policy on name removal from directory, and 3) membership books prior to 2007 have disappeared. On June 3rd renewal of vowel service, we would like a Wandering UU's/Lost Souls membership signing and have those resign so that we have a list of living members that are not in the current book.
 - iv. Would like a decision from the Board by the March Board Meeting of when the summer retreat will be and whom will come help facilitate.
 - v. Board needs to address the following as they have been talked about over last 2 years. Boards are being charged as visionaries for congregation.
 - 1. Fiduciary – Board responsibility 1) Signage/Roof/Stage Space turned into office space/ Vacant Corner Lot 2) Financial Planning/Policies – Leadership Training/Staffing/ IT, Website, and Social Media
 - 2. Staff – Caring Tree/Values/Collaborations/Adult Faith Formation/ Covenant Groups
- b. **Claire English – 8:10 pm**
 - i. Add Addendum #1 – Congregational Direction and Purpose. A small group can come up with covenant and then congregation can vote. At that point a congregational vision can take place by various ways per Board. From that point work from these three to create a mission statement.
- c. **V.P. Finance, Carl Reed - Finance (5 min) 8:25 pm**
 - i. Hand Out given Finance notes dated 2/13/18. Capital Projects Fund – 1057 is where money will be deposited that will be used to pay capital projects like the parking lot.
 - ii. Special Collections account – 1053. Small Fundraisers such as the \$222 Scary to be Hungry Fundraiser. C.I.A.- Congregations In Action will receive this donation. \$335 Raised from the Soup Fundraiser.
- d. **Personnel – Board President Spike Harrison (deferred)**
- e. **SMC – (5 min) 8:15 pm**
 - 1) Will lead the town hall meeting on March 18th with main topics of Stewardship process and Policy Governance with Jeannie Berger and Sheri Bernath as representatives. Spike Harrison will represent the Stewardship as year-round giving not annual.
 - 2) Listening Circles in January was successful. 3) We assert all Leaders could benefit from leadership training and ask the Board for a half day off campus with a catered meal for those in leadership roles or whom desire to be in a leadership role within the church. Late Summer or Early Fall is ideal.

- f. **DLFD, Alan Moore** – (5 min) **8:30 pm** – Currently there are 15 of the 16 teachers needed. Updated numbers on fundraising efforts. See updated report. The Sun Monthly Discussion group will meet a week early this month due to scheduling conflict.
 - g. **Congregational Administrator, Megan Brauch** – (deferred)
 - h. **Building Enhancement Team, Jane Haddad-Chair** – (deferred, reports on Unfinished Business)
- X. Action Items (10 min) 8:35 pm**
- a. **Spike Harrison** –
 - i. Visit with Megan to get her the literature needed to hand out to all captains.
 - ii. Interviewing for position on the board this week.
 - b. **Jeannie Berger** – Email by 25th to Megan the website and newsletter policy governance addition which includes the policy updates.
 - c. **Megan Brauch** –
 - i. Get 3 asbestos
 - ii. Finish gathering 3 quotes from Tree Companies and 3 quotes from Asbestos Companies
 - iii. Baker Roofing, can they also fix the gutter if they fix the roof.
 - iv. Send Board the number of tables set up for this Sunday and next week's Kickoff
 - v. Letter will go out on the Wednesday Feb 28th – Mark Calendar. One of a Thank you to all those who contributed on the 25th. The ones who hadn't yet pledged they will get the letter. RevAlex, Alan Moore, and Megan will work on tri-fold letter stating here is what the church has accomplished and here is what the church hopes to accomplish and we thank them.
 - vi. Add the policy governance updates to website and newsletter once sent from Jeannie/Lynn.
 - vii. Suggestions for tree trimming would be Dan Henry is the City Arborist and Triple A Tree Works, Kent Waltron
- XI. Executive Session (10 min if needed)**
- XII. Adjourn - 8:35 pm.** Clarie first motion, Cy second motion, no one opposed. Motion passed.
- XIII. Upcoming dates**