

BOARD OF TRUSTEES MEETING MINUTES
October 22, 2019 4P-6P Bowman Hall

BOARD of TRUSTEES ATTENDING: Tom McCampbell (President), Frank Lockwood (Vice President), Mark Swanson (Treasurer), Nancy Burpee (Secretary), Members At Large: Julie Jordon, Elizabeth Long, Becky Malecki. Reverend Katie Kandarian-Morris.

OPENING AND CLOSING WORDS AND CHALICE LIGHTING:

Nancy Burpee

PROCESS OBSERVER:

Becky Malecki

COVENANT:

Tom McCampbell

VISITORS: Kathleen Adams

CHECK IN: Completed.

CONSENT AGENDA:

- 1) Prior Meeting Minutes: Approved.
- 2) Worship Service Attendance Report: Not Received.
- 3) Minister's Report: Received. Moved to Agenda for discussion.
- 4) INTERIM DFF Report: Received. Moved to Agenda for discussion.
- 5) Attendance Report: Not Received.
- 6) Finance Report: Not Received.

Motion by Elizabeth Long, that item 4 and 5 be moved to the Business Agenda, and minutes approved as written. Second: Julie Jordan. Approved.

PUBLIC COMMENT: None

BUSINESS AGENDA

Minister's and Interim DFF Report:

General discussion concerning developing a more efficient way of conducting financial transactions in the Church Business Office while adhering to accepted accounting principles. Rev. Katie, Mark Swanson, Frank Lockwood will meet to discuss procedures regarding church financial office protocols; staff education will be conducted concerning human resource decisions, financial decisions, governance guidelines, and the correct administrative person/body to contact prior to making Human Resource and Financial Decisions.

Affinity Groups prefer to remain autonomous at this time.

DISCUSS/ADOPT FINAL VERSION OF “OPEN QUESTION”:

BOT agreed that final version of the “Open Question” would be: HOW DO WE DEVELOP A STRONGER SENSE OF COMMUNITY WITHIN THE UUFD CONGREGATION.

Motion by Frank Lockwood that Open Question be accepted as written. Second: Elizabeth Long. Approved.

APPROVE OPEN QUESTION FACILITATION TASK FORCE CHARTER:

Discussion of Charter as Presented. General discussion of how best to present the open question to congregation. Need to find facilitators and volunteers. Decide how to record discussions. How to capture results of small group meetings? How will discussion group information be best used to facilitate a stronger sense of community among the congregation? Rev. Katie will preach on the Open Question on December 1. Move by Nancy Burpee to accept Charter with change. Second: Julie Jordan. Approved. Hopeful Start Date: January, 2020.

FROLIC PROCEEDS:

Net profit from Frolic not completed. Discussion of funds from Frolic previously allotted to general fund and faith formation. When Frolic net financial statement available, faith formation will present a proposal for needs to BOT. John Schiffel will be asked to present a formal proposal for the church sound system to BOT. Additional proposals may be submitted to BOT. Agreed to table conversation until final accounting is completed. Motion made and seconded to postpone voting on money allocations at this time. Approved.

PROCESS OBSERVATION:

Observed that parallel conversations were happening. Not productive.

ANONYMOUS GIFT OF CHOIR CHAIRS:

Research done to approve manufacturer of chair, type of chair; size of chair following UUFD accepted guidelines. Information shared with BOT.

Motion made and seconded for the board to go into executive session respecting the donor’s wishes for anonymity. During the executive session the donor’s name was revealed. Motion was made to accept gift and seconded. Motion made, seconded and approved to return to open session.

BOT feels the gift acceptance policy needs review to clarify how anonymous gifts are received. Tom McCampbell will forward policy to Governance Committee for review. Gift of chairs is much appreciated.

STEWARDSHIP UPDATE/ PLEDGE CAMPAIGN: Kathleen Adams

A charter will be developed to create a year-round stewardship program with several committees involved in various facets of stewardship. Kathleen Adams has agreed to chair the endeavor.

Examples of possible committees being developed: Special one-off needs; Legacy; Shopping proceeds for non-profits pending BOT approval.; Fund Raisers. Structure E-Payments.

Examples of process to be established: follow up new members regarding interest in pledging; periodic pledge reminder; annual pledge campaign; encourage tying covenant with pledges/ money raising.

On November 17th the Stewardship Committee will host a meeting about stewardship and the connection between spirituality and money during reflection time following the service and coffee. A congregational celebration dinner will be held March 21 at Fairgrounds prior to the March 22 Celebration Sunday service Manna Soup Kitchen will cater. A big thank you to Kathleen Adams for accepting this important responsibility.

CLOSING WORDS: Nancy Burpee

ANNOUNCEMENTS;

Leadership Council October 24, 5:30-7:30. Bowman Hall.

Deep Chair Tuesday November 12, 4-6pm. At the home of Nancy Burpee.

Next BOT Meeting November 19, 4-6pm. Bowman Hall.