



Minutes

Board of Trustees Meeting
March 28, 2023
6:00-8:00
Zoom only

Board Members Present: John Redemske, President; Steve Govreau, Vice President; Carolyn Miller, Secretary; Mark Swanson, Treasurer; Jill Bystydzienski, Member-At-Large; Rev. Barbara Coeyman, Interim Minister

Guests: Tim Miller, Finance Committee Chair; Donna Nelson, Leadership Development and Nominating Committee; Sherrod Beall, Transition Team; Carroll Groeger, Chair Membership Team; Ilona Hruska, Recorder

I. Meeting Called to Order 7:02 pm by Steve Govreau (SG).

I.a Opening words / Chalice lighting: SG

I.b Board Covenant: SG

I.c Process observer: Jill Bystydzienski (JB)

I.d Check in: What is magic to you? Completed.

I.e Consent Agenda –

- 1) COVID Policy – dated 3/23/23 - Yes
- 2) Minutes of 2/28/23 – removed as needs some revisions

MOTION to approve the Consent Agenda.

1st Carolyn. 2nd. Passed.

I.f Review Action Items

- 1) Consolidate Zoom accounts to reduce expenses – **in progress; waiting on recent bills to identify several accounts, Mark Swanson (MS) and SG**
- 2) Identify tasks performed by Connections/Membership Coordinator – **Rev. Barbara will address in her report.**
- 3) Research legal/contractual requirements for childcare workers – **in progress with Carolyn Miller (CM)**
- 4) Time lines for budget and annual meetings – **In progress CM**
- 5) Ministerial Search Team – **Transition Team will provide draft of the MSC process to the congregation at the March 5, 2023 Town Hall.**
- 6) Mark will present a draft of the Budget presentation to the BOT prior to Town Hall on March 5, 2023. **Completed MS**
- 7) Budget review Sunday, April 30, 2023 with congregation in preparation for the Annual Meeting on May 21, 2023 – **MS**
- 8) Revision of Personnel Charter – **Assign to Personnel Team and ask Rev. Barbara to work with Team.**
- 9) Update Board Policy Manual with new Board of Trustees Covenant – **Completed. SG**

II. Public Comment – Sherrod Beall asked if the Transition Team will have a role at the next Town Hall meeting. This will be discussed under the Budget item.

II.a Proposed topics discussion –

MS noted that Shannon Beaver has filed for unemployment insurance from the State of Colorado. Colorado law is unclear, and we need legal advice.

John Redemski researched the Colorado statute and churches are specifically exempt. UUFD will need to send documentation of our status as a church.

ACTION: SG will get the employer Notification form and fax both sides to the state.

II.b Motion to add to Other Business – None

III Minister's Report – Pre-read

Minister requested time to cover 4 points and please hold questions/comments.

She attended a UUA conference in Chicago last weekend and received an infusion of energy to bring to UUFD. The theme was “Widening the Circle.” She will bring mirroring to UUFD from the wider denomination, and intentionality to UUFD.

1) UUFD Steps in Ministerial Search

First goal is going well. Congratulations to the Transition Team for all of their recent work to move the search forward!

Rev Barbara's job is to raise a mirror to UUFD about its culture. Her upcoming sermon and the Town Hall on April 16th will address culture. She requested the support of the Board on this matter.

2) What a congregation owes a minister.

It's important to think ahead to what a new minister will need to do their job. As an example, she currently needs IT support.

3) Membership Process

She will soon know the number of new members who will be joining. New members need to learn about UUism, the Fellowship, and congregational polity.

4) Ministers in Search

There are not many ministers for the 2024-2025 search period. UUFD needs to be really ready for their search. The minister shortage will continue.

IV Treasurer's Report Pre-read – none;

Treasurer out of town. In Mark's email dated 3/28/2023, he expects the budget will require more than 30 minutes for discussion. The BOT will need to identify probable budget cuts to share with the congregation on April 2, 2023, and they will need time to digest the cuts. He will make the treasurer's report extremely brief.

V 2023-2024 Budget

For the 2023-2024 budget, the Board will need to identify cuts to the budget as the current pledge level is down significantly. It was expected that we would get \$303,000 in pledges, but we are \$17,000 less than what we had hoped for. It was recommended that we pay off the mortgage thus saving \$9,000 in interest payments, and consider having a mortgage burning party. However, there would still be a significant shortage, and the congregation will need to be prepared for this. BOT discussion covered restrictions on use of legacy fund to pay off mortgage, cutting travel costs for pulpit guests, guest musicians, music scholarship, reducing FF teachers time.

ACTION: MS and Tim will continue work on Budget presentation for Town Hall meeting. Tim will run amortization schedule on the mortgage.

VI Special Congregational Meeting – March 26, 2023

A good turn out – 68 present, 7 on Zoom, and 5 proxies.

The two bylaw amendments passed unanimously. It was voted that there should be “at least” 7 people on the Ministerial Search Committee and that there should be a vote at 90% for approval of the settled minister.

The amendments to the Path to Membership failed: 50 NO and 29 YES. There was a great conversation of the pros and cons of the amendment change at the Special Congregational Meeting. Discussion covered the language of the proposed amendment, required classes for new members, and pledging. Today's BOT concluded that more work is needed on a cultural shift of the congregation regarding the path to membership. This will be an important step in finding a new settled minister.

ACTION: Carroll Groeger and Membership Team will discuss and present a new draft in consultation with Rev Barbara.

VII Motown Talk - April 14, 2023

Bob Griffith will ask for donations for Manna Soup Kitchen. He will work with Rev. Barbara on

announcement at a Sunday service.

ACTION Steve will discuss with Rev Barbara on Friday.

VIII. ACTION Rev. Barbara's Renewal Letter on her contract. SG

IX. Executive Session

X. Closing of Meeting

Xa. Process Observation Report – JB

Xb. Summary of New Action Items -

- 1. Steve will get the Employer Notification form, and will fax to the State of Colorado**
- 2. Tim and MS continue to work on Budget presentation for Town Hall meeting**
- 3. Tim will run amortization schedule on the mortgage;**
- 4. Carroll Groeger and Membership Team will discuss and present a new draft in consultation with Rev Barbara.**
- 5. SG will discuss announcements of the MOTOWN Talk with Rev Barbara on Friday.**
- 6. The BOT owes Rev Barbara a Renewal Letter on her contract - SG**

ACTION ITEMS carried forward:

- 1) Consolidate Zoom accounts – SG, MS
- 2) Research legal/contractual requirements for childcare workers – CM
- 3) Prepare timeline for budget meeting and annual meeting – CM
- 4) Budget review on Sunday, April 30, 2023 with congregation prior to annual meeting on May 21st – MS

9:16 pm Adjournment

Closing words/Extinguishing Chalice – SG

Next Meetings

Deep Chair: Tuesday, 18 April, 6-8 pm **(Cancelled)**

Special BOT Budget meeting held on Thursday, April 20, 6-8 pm

Board Meeting: Tuesday, 25 April, 6-8 pm

Recorded by Ilona Hruska

Respectfully submitted by Board of Trustees Secretary

Date approved by the Board of Trustees: September 26, 2023