



# Minutes

Board of Trustees Meeting

May 23, 2023

6:00-8:00

UUFDF Conference Room, Zoom

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

**Guests:** none

**Ia Meeting Called to Order 6:04 pm** by John Redemske (JR); Opening words by Rev Barbara (BC), Board Covenant read by Steve Govreau (SG), Processor observer, Beth Connors (Beth C)

**1b Check-in Topic:** What have you done to be brave, bold, or loving in the past 10 days?

## Ic Consent Agenda

- 1) Approve \$100 gift card for Joe Sykes, AV Tech.
- 2) Approve BOT Minutes April 2023

**Motion to approve**

**1st Steve. Seconded. Passed.**

## Id Review Action Items

- 1) Consolidate Zoom accounts (SG). Received a recent bill and has one account number. [In progress.](#)
- 2) Unemployment insurance – p.28 Employee Handbook, clearly states UUFDF, as a church, does not enroll in State Unemployment. Personnel Team is arranging for posters and signage stating this. [In progress.](#)
- 3) Carolyn (CM) has updated the Membership List. Membership now stands at 130.

## II Public Attendee Comment - None.

### IIa Proposed topics for discussion

Carolyn will report further on the Membership review (VII). Steve has a follow-up to the Leadership Council Meeting. Rev. Barbara has 2 items, if time.

### IIb Motion to add to Other Business – None.

## III Executive Session - 6:25 pm. Personnel matters.

### IIIa Minister's Report – Pre-read.

Rev. Barbara suggested the Board ask Harrison Wendt and Nikki Bauer to write notes about the sessions they attend at the General Assembly for accountability to the congregation which is sending them to the event.

**ACTION: Steve G will request reports from Harrison Wendt and Nikki Bauer to share with the congregation through the weekly E-announcement.**

Rev. Barbara had a question about who controls the Worship Arts data base and calendar.

## IV Treasurer's Report: see UUFDF Annual Report. (JR)

The budget was thoroughly covered at the Annual Meeting two days ago; no further discussion.

## V UUFDF Records and Files: SG

Steve has contacted all committee and team leaders about using Google Drive for filing their records and best practices. He is investigating automatic back-up systems.

## VI Ministerial Selection Committee (MSC) selection process: Pre-read SG's email dated May 22. (SG, JR)

Board members John R and Steve G met with Transition Team Chair, Tom Miller, Rev. Barbara, and Rev. Sarah Millsbaugh of the Pacific West Region of the UUA, to discuss the misunderstanding over the selection process of the Ministerial Search Committee. The meeting went very well. The BOT and the Transition Team need to have a conversation about going forward despite the misunderstanding and controversy. The Board would like a professional facilitator at this meeting.

**ACTION: John and Steve will draft an email to the full Board for their review, stating the Board's position on the MSC selection process, by this afternoon.**

Rev. Barbara requested the Board refrain from replying to the hurtful emails from members of the congregation about the MSC selection process. The BOT stated it would continue to act in covenant and continue to avoid engaging in the back and forth.

Rev. Barbara reported that there is a declining number of ministers in UUA. Given the shortage of ministers, the UU Ministers Association is currently recommending that congregations under 125 members consider a "contract ministry" and not invest in a ministerial search that can cost \$20,000.

**VII Membership - CM**

Carolyn reported the membership list was recently updated and we have 130 members. A few people have been moved the Friends of UUFD List after not responding to repeated attempts to contact them. Membership and Stewardship have called, emailed, and written people who have not attended services or donated for over 3 years. New members are joining on June 4, 2023.

**VIII Board Members requirements – JR**

Discussion of a new requirement for board members to not also serve as Committee or Team Leaders. There could be a conflict of interest if the same people are on the Transition Team, the Board and the Healthy Congregation Committee.

**ACTION: Steve will draft a new policy on Board requirements for the Board to review and adopt.**

**IX Rental Policy Review – Pre-read JR, SG**

The Office Administrator needs a clear policy to handle rental requests for facilities. The current rental application is not consistent with the Board Policy Manual. Tim Miller has stated he would review the policy from an insurance standpoint.

**ACTION: Carolyn will ask Tim if he has reviewed the facilities rental policy.**

**X Closing of Meeting – 7:45 pm**

**Xa Process Observation Report – Beth C**

**Xb Summary of New Action Items – CM**

- 1) Consolidate Zoom accounts (SG). Received a recent bill and has one account number.
- 2) Unemployment insurance – p.28 Employee Handbook, clearly states UUFD does not enlist in state unemployment. Personnel Team is arranging for posters and signage stating this.
- 3) Steve G will request reports from Harrison Wendt and Nikki Bauer to share with the congregation through the weekly E-announcement.
- 4) John and Steve will draft an email to the full Board for their review, stating the Board's position on the MSC selection process, by this afternoon.
- 5) Steve will draft a new policy on Board requirements for the Board to review and adopt.
- 6) Carolyn will ask Tim if he has reviewed the facilities rental policy.

**Xc Closing words / Extinguishing Chalice – BC 8:11 pm**

**Xd Next Meetings -**

Deep Chair: Tuesday, 20 June, 6-8 pm  
Board Meeting: Tuesday, 27 June, 6-8 p.m.

**Xe Adjournment – 8:35 p.m.**

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Respectfully submitted by Carolyn Miller, Board of Trustees Secretary

Date approved by the Board of Trustees: \_\_\_\_\_