Minutes UUCK Board 8.24.2016

Start 7:00pm

Attending: Kathie Slater, Fred Smith, Dani Beale, Ann VerWiebe, Mary Lou Holly, Andrew Rome, Melissa Carvill-Ziemer, Jeff Marsh, Sandra Eaglen, Fred Pierre [quorum met]

- Chalice lighting opening reading
- Check in Question: What are the strengths of the Congregation?
- Safer Congregations Policy Colleen Thoele, Lily Rapaport
 - o Changes in the age requirements
 - O Addition of the babysitting policy to the Safer Congregation Policy
 - o Jeff Marsh Motion to accept the expanded Safer Congregation policy, seconded.
 - O Ann VerWiebe question about service auction with off-site childcare
 - Pre-registration will be required. Will be planned to comply with policies & requirements (same as for Hogwarts)
 - O Andrew Rome- question about the impact of this policy on babysitting during meetings
 - Policy should not present additional barrier
 - Policy needs to be better communicated
 - o Voted, passed.
- Transition team update (Fred Smith)
 - o Team has been organized and had initial meeting
 - o Survey has been sent to congregation by email
 - o Meeting with UUA Coach on Wednesday 8/31

Minutes

- o Process updates:
 - Changes must review changes in writing before they are added to the legal record.
 - Recommendations from audit for legal minute requirements
- O June minutes changes still need to be made name corrections, "attendance was "poor"
- o July meeting minutes
 - We have NOT received the parking lot contract
 - Section 2b5 change number to \$4600
- o Fred Pierre Move to adopt the July minutes as presented, seconded, voted, approved.

Finances

- o Kathie
 - Board sets financial goals for the year based on the mission to start the annual budget process. Will be done this month to be approved next.
 - Planning for the budget shortfall was a difficult, but productive process.
 - Board should stay on the big picture view
 - Still need fundraising chair. Sandy Eaglen will chair service auction. Board should plan fundraisers.

- Ann VerWiebe planning jewelry fundraiser, holiday share fundraiser
- Need to plan action team for new building rentals.

o Sandy

- Presents financial report for July 2016
 - Andrew Rome moves to accept the July Finance reports, Fred Pierre seconds, voted, passed.
- No unexpected expenses or income changes
- Will be presenting on 'how to read finance reports' at the board meeting
- Presents year end finance report
 - \$4,600 net extra for the 2015-2016 budget. Currently in "reserves" fund, but will likely be used for funding transition team
- Financial review / audit Kathie
 - O Recommendations for best financial practices
 - o Sandy Finance committee will be meeting next week and will review suggestions. Can bring back recommendations and implementation.
 - Melissa Notes that reports show no malfeasance or criminal negligence and the majority of best practices are already in place. Reports should be added to the record in the Board minutes.
 - Melissa the Board needs to certify the draft report before getting the final report from the accounting firm.
 - O Fred Pierre thanks the hard work of the financial volunteers at the church
 - O Board will vote to certify report once disputed items are corrected.
 - O Andrew Rome moves to ask the Finance Committee to begin taking action on the best practice recommendations of the draft CPA review.
 - Seconded, voted, passed.
- Commissioned Lay Leader Lisa Thiel
 - o Application materials presented to the Board
 - Fred Pierre moves to endorse Lisa Thiel's Commissioned Lay Minister application, seconded, voted, passed.
- MET Report
 - Melissa Nothing to add to the written report
 - Kathie The Board would like to thank Jennifer Gregg the outgoing Coordinator for UU InterFaith and Community Connections for her excellent service. Jennifer created the position and did a wonderful job.
- Upcoming events
 - O Service Fair table reserved for the Board Kathie Slater
 - Need volunteers. Will ask questions for "how would you like the Board to communicate?"
 - o Social hour teams Ann VerWiebe
- Assessment areas Kathie
 - o Will determine yearly assessments at the Board retreat. Asking the people who suggested areas (as below) to present why it may be good to assess this year

- MaryLou lifespan faith development
- Dani Conflict & change, Social justice
- Kathie Finance / administration
- Fred Pierre Worship
- O Can select 2 areas for assessment for the year. Will need to schedule an open forum for congregational input.
- 150th celebration
 - O August events Mary Lou Holly
 - Reviewed events
 - Pancake Breakfast with Earth in mind on 8/28
 - Opportunity to educate people about Green Sanctuary what service projects are part of the project
 - Collect 150 ways to save the Earth –
 - Adding papers to the table to allow people to respond.
 - Will be adding Green Sanctuary application to website
 - o September Kathie
 - "We make music together" monthly theme
 - Series of three concerts that Hal has organized
 - Kent Interfaith Council has endorsed the September 11th "We Sing Together" concert and will be promoting in their churches.
 - o 150th anniversary celebration, capital campaign celebration Kathie
 - October 2nd, groundbreaking for new building,
 - Homecoming, invitations have been sent to previous members, friends
- Transition Team
 - o Focus for interim ministry Andrew distributed
 - Dani Need electronic version for transition team.
 - Kathie Proposed charge The board recommends that the transition team uses their powers of discernment to determine the best match for the congregation with an interim minister.
- Meeting scheduled
 - o Saturday, 8/27 Board Retreat 2pm-7pm
 - O September Board meeting scheduled Wednesday 9/21, 7pm
- Dani Beale moves to adjourn, seconded, voted, passed.