



UUCK Board of Trustees Meeting Minutes September 16, 2021 Approved 10.28.2021

I. Call to order

In attendance was Don Gregg, Heidi Shaffer Bish, Vivien Sandlund, Liz Bright, Rod Thompson, Diane Kloss, Carol Weigand and Rev. Steven Protzman

After a brief check-in the meeting started at 7:00 PM

II. Announcements

The monthly board listening session will be held on Sunday, October 3. Vivien and Diane offered to host and the agreed upon topic is the opening of Hobbs Hall and other topics of interest to the attendees.

III. Approval of Prior Minutes

After minor changes to the draft minutes Rev Steven moved to approve the minutes for the August 19, 2021 meeting which was seconded by Rod. The motion passed. Next minutes for the September 7, 2021 special meeting were reviewed. It was moved by Heidi and seconded by Liz to approve these minutes as written. MaryBeth will post the approved minutes on the church web site.

IV. Consent Agenda

The Minister's and MET report were reviewed. The Treasurer's reports included the month of August financials and the year end financial report. It was noted that last year we came in over income and under expenses for the year (91% of anticipated expenses were incurred). We had received 96% of our annual 2020-2021 pledges as of the end of August. There was an \$18,000 carry over into this fiscal year. Rev. Steven moved and Diane seconded that we accept the consent agenda. The motion passed

The topic for September's Board Listening Session was to brainstorm ideas for small group gatherings. People expressed eagerness to gather in person and great concern about contracting Covid. Some suggestions included: hiking, book clubs, yoga, meditation groups (added to Wednesday Vespers), art exhibit. Working on the church grounds has been a good group opportunity. Perhaps there could be a survey of interests.

The board felt that anyone with an idea for gathering could take responsibility to organize and publicize it. It was suggested the Board sponsor one event this fall to get the ball rolling. Carol was to check into getting a speaker from Portage Parks and possibly encouraging a hiking group afterwards if there was interest.

V. Agenda Item

The Construction Team Report indicated we were moving into the final phase for inspection of Hobbs Hall. Hope to have approval for occupancy by early November. It was reported \$156,000 will be borrowed of the total \$1,200,000 cost and will be paid back over 20 years at \$1000 per month. This was anticipated as part of the financing plan for the building. Concrete inspection by a third party will be happening soon. A video will be produced this month by the construction team for the congregation to view and will provide visuals and updates.

VI. Audit of Previous Year Activity

An audit of last years' Board minutes and agendas was conducted by Diane and Carol. The items that were brought forward are listed at the end of the agenda under parking lot items. They should be reviewed monthly to see if further action is needed.

VII. Revised Short Term Disability Policy

Made a slight revision to the disability policy that was approved last month. Rod moved and Vivien seconded to accept the changes. Motion passed unanimously.

VIII. Town Hall September 19, 2021

The Congregational Goals, as developed during the Board Retreat in August, were approved. Rev. Steven and Rod moved and seconded this motion.

The Board will introduce the new Congregational Goals at the Town Hall on Sunday after the service. Much of the meeting was devoted to planning the presentation of the annual goals.

IX. Hobbs Hall Start Up Team

The \$75,000 provided for furnishings and equipment (in and outside) has been allocated. Only items considered top priority were considered in this process.

At this point in the agenda it was 9 PM. It was decided to continue the meeting to complete the agenda.

X. Proposed Facility Use Manager

The Board reviewed the job description and salary suggestions, which came from the MET. Discussions around the timing for this position were considered. It was felt unanimously that with our current restrictions on gathering, which include masks, distancing and no food, it is unlikely we would have many interested parties wanting to rent the facility at this time. Diane moved and Heidi seconded that we table this request for a later date. Motion passed. There was a suggestion we have a soft opening and consider small congregational events for Hobbs Hall after it opens.

XI. Hal Walker

Don suggested the Board send Hal a card to let him know we are thinking of him during this difficult time. All agreed.

XII. Annual Evaluation-Minister and Congregation

Vivien and Don will coordinate the evaluation. The instrument measures both the Minister and the Congregation. This is scheduled on the Board calendar to be completed by November with information provided to the congregation on only the Congregational evaluation. The Minister's evaluation is provided to the minister and the Board and the CoSM.

Process Review

The meeting ran ½ hour over. We always go the full 2 hours for board meetings. We have had several extra board meetings primarily to do with the health and safety policy.

Extinguish Chalice and Adjourn

Rev Steven offered closing words and the meeting was adjourned.

Respectfully submitted by Diane Kloss