



UUCK Board of Trustees Meeting Minutes January 20, 2022

I. Call to order

In attendance were 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 with Rev. Steven lighting the chalice and offering a reading.

II. Announcements

The monthly board listening session will be held on Sunday, February 6, 2022. It was decided this month would not be topic-specific and Liz and Carol offered to host.

III. Approve Prior Minutes

The December Board minutes were reviewed and revised. Rev. Steven called for the minutes to be approved as revised, and it was seconded by Vivien, and approved by the board. These minutes will be posted on the church web site.

IV. Consent Agenda

Rev. Steven presented his monthly Minister's Report.

He highlighted ministerial and congregational goals for the coming year. Rev. Steven recommended that the board develop specific criteria for return to in person activities.

Rev. Steven established the following yearly goals for himself.

- Continue to practice good self care
- Continue to invite lay leaders to step into shared ministry
- Strengthen communication
- Continue to provide steady, patient leadership, presence and kindness

Treasurer's Report

We were over income and under expenses, as budgeted, for December, 2021.

MET Report

The MET has determined that a twenty-year mortgage on Hobbs Hall is the wisest financial decision. The MET is actively involved in facilitating the completion and use of Hobbs Hall. They have discussed allocation of the \$7,000 donated to the Christmas Wish List fund drive.

December Board Listening Session Report

It was well-attended with lively discussion around a wide range of topics. Vivien asked if it is acceptable to include names of participants in Listening Session minutes. The consensus was yes, since this is an internal document, and occasional follow-up might be warranted.

The Consent Agenda was received on a motion by Reverend Steven and seconded by Rod.

V. Construction Team Report

Rev. Steven reported that we are still awaiting the completion of the “punch list” by Metis Construction. A walk-through on January 14, 2022, determined that the punch list is smaller but not completed. We owe Métis approximately \$120,000 to be paid on completion. We want this work completed as soon as possible so that we can move into the building and lock in a lower interest rate. Diane asked if the delays warrant action by legal counsel. Reverend Steven advised against it at this point.

The plumbing issue is unresolved. Reverend Steven said that the new driveway apron will have to be torn up to repair water lines damaged during gas line replacements. The MET is pursuing solutions, liability and possible legal recourse.

Vivien asked which punch list items need to be completed in the spring. Reverend Steven said these included exterior paint touch ups on trim and doors as well as power washing the patio and a brick wall. The quality of the driveway/pavement is a concern, and will need to be assessed again in the spring.

VI. Spending Report on Hobbs Hall

This has been moved to the February meeting. Reverend Steven will follow up with MaryBeth.

VII. Hobbs Grant Recipients

There was discussion about whether to announce the awards of \$2500 each to Portage Park District and to Caring For Kids at the Town Hall if these organizations haven't been notified yet. Vivien and Heidi offered to contact both groups by phone prior to the Town Hall, an agreeable solution. Reverend Steven said that we must be very clear in the Town Hall meeting that these are one time gifts rather than grants and that the money was allocated by the Board several years ago from the Hobbs estate. Heidi mentioned that Clinton Hobbs' birthdate was incorrect on the slide for the Town Hall. MaryBeth will change it.

VIII. Congregational Goals and COSM Report

Rev. Steven reported The Committee on Shared Ministry is working on the Board charge to operationalize the congregational goals.

IX. Christmas Wish List Update

\$7,000 was donated to the Christmas Wish fund drive from 26 donors. There was discussion about whether it is the purview of the Board or the MET to determine the best use of these funds. Reverend Steven said that the MET is responsible for financial decisions and management while the Board is a visionary body. Diane made a motion that the Board request that the MET consider

prioritizing the funding of a sign identifying Hobbs Hall on N Mantua Street. Heidi seconded the motion, and it passed 5-2.

Reverend Steven moved that the Christmas Wish List money be allocated to the MET for dispersal. Carol seconded the motion, and it passed unanimously.

X. Budget Discussion

The Board is mandated to identify and recommend the allocation of funds prior to the annual budget preparation by the MET. Vivien said that we must prioritize funds to fulfill the vision for a growing, vibrant, community-centered congregation with accessibility to high quality services.

The board renewed its commitment that the staff should be fairly compensated with salaries and benefits in line with UUA guidelines. Reverend Steven said that we are doing so. We also discussed our responsibility to maintain safe and attractive buildings and grounds.

Discussion determined that high quality services should

- Be technically excellent
- Provide content for all ages
- Have meaningful messages
- Model inclusivity, drawing on our congregation and the greater community
- Provide diverse, creative music

Vivien reminded us that we are a congregation that strives to be inspiring, inclusive and interactive.

XI. Agenda Items

- A. Town Hall will be held on January 23. Plans were reviewed to facilitate an informative and interactive event.
- B. Membership report - UUCK has 169 members. Reverend Steven moved to certify the membership count, Rod seconded it and the motion passed.
- C. In-Person Policy and Thresholds for Action - Don proposed that we table this item until the February meeting. Carol and Liz volunteered to be on a sub team along with the MET to study safe reopening plans.
- D. Annual Meeting will be held May 22, 2022.

XII. Extinguish the Chalice and Adjournment

After a worthwhile process review Reverend Steven shared closing words and extinguished the chalice. The meeting was adjourned at 9:05 pm.

Respectfully submitted,

Carol Weigand, Co-Secretary

