



UUCK Board of Trustees Meeting Minutes June 16, 2022-Approved

I. Call to order

In attendance were Don Gregg, Heidi Shaffer Bish, Vivien Sandlund, Liz Bright, Susanna Smart, Diane Kloss and Carol Weigand. Also attending in person were new board member, Kara Kramer, and Lori Mirkin-McGee. Lois Weir, Treasurer joined via Zoom.

After a brief check-in the meeting started at 7:00 PM with Don offering a reading.

II. Announcements

The monthly board listening session will be held on Sunday, July 3. Monthly topic will be Self Care. Carol will host the meeting and Heidi will write up an announcement for the Enuus.

Diane announced that the Membership Committee was hosting a Newcomer's Dinner on June 22 and had 10-15 people who had RSVP'd to attend.

It was reported that the sewer line has been repaired as of the first week of June. The sanctuary building is available for use. This will allow for additional meeting spaces as well as church services in the sanctuary. Please make all meeting arrangements through the office to avoid scheduling conflicts.

III. Approve Prior Minutes

The May 19, 2022 Board Meeting Minutes were revised for typos and Susanna moved and Heidi seconded that we approve. The minutes were approved by the Board.

A special Board Meeting was held on May 3, 2022. Minutes were amended to reflect that MaryBeth Hannan was NOT present at the meeting. These minutes were approved by the board, following a motion to do so by Diane and seconded by Susanna.

These above minutes will be posted on the church website.

The Annual Congregational Meeting minutes were reviewed. Minor typos were noted and corrected. No action taken as these minutes will be presented for approval at the 2023 Annual Meeting.

Susanna reported on the May Board Listening Session. Many of the Zoom attendees felt they needed more connection with others from the congregation. Susanna will see if there is a way to organize a zoom group for these folks, who would like to meet to discuss common interests.

IV. Large Screen TV (monitor) Proposal

The MET is resubmitting a revised proposal to purchase a large screen TV to be mounted on the East wall of Hobbs Hall. This monitor will be used during services and will be available for rental

groups to use. The revised proposal was half the cost and half the original equipment requested in May (which was not approved by the board and included a second monitor on the west wall of Hobbs Hall).

Lois explained that a capital improvement fund had been established to set aside \$19,000 to remodel the Annex office area. At this time there is no plan to proceed with that project so the funds for the TV monitor would come from these monies and not be an additional expense from the operating budget. Also the TV monitors currently used in Hobbs Hall will need to be moved back to the sanctuary by the end of the summer to accommodate future needs in that building.

After a lengthy discussion and question and answer period, Vivien moved and Heidi seconded the motion to approve this purchase. The board passed the motion unanimously. We want to thank Julie Swango for her detailed proposal and she will be charged with making this purchase and getting the equipment installed.

V. Committee on Shared Ministry Update

At May's Board Meeting Rev. Steven strongly urged the board to find additional support for the COSM as it had not been functioning during the past 6 months or more and he asked the Board to look for a way to renew the group. Vivien agreed to contact Lori Mirkin-McGee, who had previously chaired this committee to see if she was willing to help the group re-form. Lori graciously agreed to chair the committee and attended this board meeting to report to the Board.

Lori explained that historically the committee was charged with helping the minister address highly confidential interpersonal issues with members of the congregation. It is also charged with monitoring the health of the congregation by connecting the congregational assessment and minister's evaluation. In addition they reviewed church governance issues to determine what needs to be addressed, and assessed committees' functioning to see how they could be more effective and work in tandem with other committees.

Lori said she spoke with the current committee and 2 of the 3 members had agreed to continue to serve, with one person being unsure. She felt the committee needed several additional members.

She voiced concern that the oversight function of this committee has been non-existent. As a result we were not able to get feedback about many things including how the governing efforts of the Board and the MET are working separately and together. There are issues about lines of responsibility and authority she felt needed to be reviewed via the bylaws for this concern. There are most likely other issues, yet to be identified, that need to be assessed.

It was suggested that the Board review the bylaws, which may need some revisions for clarity, and that we meet with the MET and COSM in early fall to begin to look at these issues.

VI. Consent Agenda

Minister's Monthly Report -May 2022. Highlights included*

The Restart Workshop with Rev. Sunshine will be held August 13 and 14, 2022. Please view the June 1 workshop and do the homework if you were unable to attend. The link can be obtained by contacting MaryBeth.

Rev. Steven will be on R&R leave beginning June 5th for a week and then vacation for the rest of the month and will take study leave in July. He will not attend any meetings or be available unless there's an emergency or major issue in June but will attend essential meetings and be available for urgent pastoral care needs in July. MaryBeth can contact him for an urgent issue. During his June absence, Lori Mirkin-McGee will be on call for emergency pastoral care needs.

The Current Worship Plan is to stay in Hobbs Hall over the summer and return to the sanctuary on August 28th with a festive Ingathering/Water Communion Service.

Treasurer's Report Summary (May 2022)

Lois reported that we used \$23,261 from the endowment funds to balance the budget for our current fiscal year. We realized between \$17-\$18,000 from the May Service Auction, with final amount still to be determined as additional items/seats were still available for purchase. Pledge donations are at 95% of budget YTD. May's Service Auction was successful; however income will not be as high as budgeted this year. The sales deficit will be partially offset by expenses associated with the event, which were lower than anticipated. Overall, YTD income is at 98% of budget, and expenses are at 91% of budget.

MET Agenda (Summarized)

MET continues to report a number of open coordinator positions which have been vacant for some time. These are the Building and Grounds, Volunteer, Personnel and Fundraising Chair. It has been difficult to find volunteers for these positions according to Leadership Development.

Also the MET is discussing the pros and cons of adding a 5th member to the MET. They are also in the process of reviewing the Endowment policy as written/presented by the Endowment Committee. They are looking into a Safety Team startup and identifying areas of concern that should fall under this committee's purview. Another area of discussion is to identify strengths and weaknesses of communication with the congregation. They will resubmit a revised proposal for technology upgrades to the Board.

A motion to receive the Consent agenda was made by Heidi and seconded by Liz. Motion passed.

VII. General Assembly

Vivien has agreed to serve as 1 of our church representatives to the General Assembly. She will attend via Zoom. She explained this year there are 2 others running for positions on the national UU board. These are individuals who are not on the endorsed slate of candidates and she is researching a concern that they are not in favor of the 8th Principle. She said she did not have complete information about all the issues involved and would be looking into it. The Board suggested that she vote on what she believes would be in line with our congregation's wishes. There was some discussion around finding additional people to serve as congregational representatives which will be difficult with the event coming up next week.

VIII. Proposed BOT Quorum Language

The UUCK Board officially reduced its numbers from 9 to 7 members by a vote on bylaw changes during the church's annual meeting in May 2021. There is a need to codify what constitutes a quorum for purposes of the UUCK Board of Trustees conducting the business of the Unitarian Universalist Church of Kent. Diane moved and Vivien seconded that the number of voting members required to establish a quorum shall be a simple majority of four (4) of a seven (7) member board. The motion was passed unanimously. (Note: All board meetings held during the last fiscal year were attended by at least 4 members, most often the entire 7 board members.)

IX. Board Member(s) term ending

As Vivien Sandlund is leaving the board, Don thanked Vivien for her service to the board and the church over the past 3 years. He asked board members to express their thoughts and appreciation for Vivien's contributions. Vivien was appreciative of the comments offered. The board gave Vivien a restaurant gift certificate and our well wishes. Vivien has agreed to serve on the Leadership Development Team. She will also continue as Coordinator of Social Justice.

Liz Bright, whose term was to end, has agreed to serve an additional year on the board. A thank you to Liz.

X. Meeting called to order for the New Board 2022-2023

The Board welcomed Kara Kramer as our new member. Our first order of business was to elect officers. The following are BOT officers for the new fiscal year.

Don Gregg, Moderator

Kara Kramer, Assistant Moderator

Carol Weigand and Susanna Smart, Co-Secretaries

Liz Bright, Executive Committee Trustee

Also serving on the board are Heidi Shaffer Bish and Diane Kloss

Diane moved and Susanna seconded that we accept this slate of officers. It was unanimously approved.

A meeting date was selected for our July meeting. We will meet on the 4th Wednesday, July 27 at 6:50 PM, Hobbs Hall. We will hold off confirming this as the established monthly board meeting day, pending Rev. Steven's return.

XI. Process Review

Good meeting, good to meet in person to continue to build relationships that translate into more meaningful discussions and hopefully better decisions. I appreciate the energy of the group.

XII. Closing Words

Closing Words were offered by Don Gregg. The meeting adjourned at 9:20 PM.

Respectfully submitted, Diane Kloss Co-Secretary

