

UUCK Board of Trustees Meeting Minutes

2022-07-27 Approved



I. Call to order

In attendance: Don Gregg, Diane Kloss, Liz Bright, Rev. Steven Protzman, Heidi Shaffer-Bish, Kara Kramer, Susanna Smart.

After a brief check-in, the in-person meeting started approximately 7PM with Rev. Steven offering a reading.

II. Announcements

The monthly Board Listening session will be held on Sunday, Aug 7, 2022 11am.

Volunteer host(s): Heidi and Diane.

Topic: Decided to continue recent topic of *Self-Care*.

III. Approve Prior Minutes

June 16, 2022 Board minutes were reviewed and unanimously approved following a motion to approve from Heidi and second from Kara.

IV. Consent Agenda

Reports received:

Board Listening Minutes: N/A

Treasurer report: N/A

Minister's report: N/A

MET notes: N/A

CoSM report: not available at this time.

Upcoming Church Events: see below - Item XI, Congregational Picnic

Review of Board Covenant: Board members reviewed Covenant statements; discussed value of interpersonal considerations expressed in the Covenant such as being particularly mindful of working in a spirit of unity and speaking with one voice (#12) during these times of strain (COVID social and financial impact). Discussed importance of reviewing having bylaws clearly in mind. No edits to the Covenant were suggested at this time.

Board Retreat Plans: Discussion of retreat tasks including developing annual vision and goals, and considering how different aspects of governance work together, overlap, and coordinate (e.g., MET, Board, and CoSM). **Date of Retreat:** Sunday September 4th, 2-5pm. Agreed to meet in person. Rev Steven scheduled this on the church calendar.

Dates for monthly Board meetings: Agreed to meet on the 4th Wednesday of the month from 7-9pm; plan to meet in Fessenden Hall; Next meeting is Wednesday Aug 24th, 2022.

V. Coordinator Positions:

Multiple traditional Coordinator positions remain unfilled.

The board discussed ways to make volunteer positions more inviting by: dividing positions into smaller commitments; having a clear description of the role so that potential volunteers can decide whether the role is a good fit; identifying specific projects with limited scope; making mention during services or enUUs of specific projects and the benefits of social interactions when engaging in a shared project.

The Leadership Development Committee has agreed to write up brief descriptions of each role:
Pending.

Unfilled volunteer Coordinator positions include:

Building and Grounds: unfilled. The Board discussed the possibility of separating these two positions and/or exploring how a project-oriented approach might work, for example:

Georgia Quinn has been volunteering with landscaping coordination (an aspect of the Grounds).

Heidi Shaffer-Bish is assisting with church signage project, (an aspect of the Building).

The Gregg family is leading the project of the repair of the Annex deck, (an aspect of the Building).

Personnel Coordinator: unfilled

Fundraising Chair: unfilled

Volunteer Coordinator: unfilled

Filled Coordinator positions:

Social Justice and Community Outreach: Vivien Sandlund.

UU, Interfaith and Community Connections Coordinator: Kathy Kerns and Christie Anderson.

The Board discussed the idea of holding a joint meeting of the Board, MET, and Leadership Development Committee to better coordinate efforts to fill positions. Don will contact these groups to coordinate a meeting, in hopes they can attend the next Board meeting.

Board members volunteering on other committees: The Board discussed the degree to which Board members also might be involved in other committees. Board members may volunteer on committees as they choose; (this differs from the organizational model in which Board members act as a liaison between committees and the Board, thus minimizes potential conflict-of-interest concerns). Being visible this way models volunteerism to the congregation.

Restart Workshops may help with strategies to fill volunteer positions: Upcoming workshops to be facilitated by Rev. Sunshine Wolf (our Regional UU Association Contact) are planned for Saturday/Sunday August 13 and 14 (in person) will be an opportunity, among other things, to further consider how we can improve volunteerism, fill positions, and further projects. For example, reduce commitments to 6 months vs 2-3 years; slow down and highlight small gains to build momentum, etc.

VI. Board Basics Presentation:

Rev. Steven will facilitate Board education by presenting basics about the role. He will send Board members suggestions for a date, most likely on a Tuesday evening in September. Discussion yielded the plan to keep this a stand-alone meeting and do it in-person. Date TBD.

VII. Items Tabled from the Last Two Board Meetings:

Tabled items have been resolved: The proposed Board Policy Governance Policy was previously approved, as were the Minutes from a previous meeting.

VIII. Appointment of Former Moderator to the MET:

Jennifer May has volunteered to continue on the MET for another term. The Board discussed concerns voiced by various congregants over recent months regarding having a married couple on the MET. These concerns seem to have emerged with the recent challenges (pandemic, new building expenses, unavailability and extended delay in accessing church building) and qualms about use of the endowment funds. Board agreed that the members of the MET have contributed helpfully and generously in their roles.

Discussion included: the need to fill the role of an on-coming Treasurer to work with Lois, now, in order to be prepared to take over when her term is completed; the value of changing the bylaws to drop the requirement for a past Board Chair and include any board member within the past 5 years, thus widening the field for filling MET positions; the MET's consideration of adding a fifth position to the MET (if the MET would like this, it will need to be voted on by the congregation).

The Board approved the reappointment of Jennifer May, with a motion from Kara, seconded by Susanna.

IX. Congregant Expressed Needs:

Board discussed the need to prioritize facilitating connections among congregants. John Kluth complained on the Church Facebook page that people are not staying online for zoom rooms after service. He wants more opportunities to engage as a community. Board discussed the need to breathe life back into the Covenant Groups, as that program has lost energy during the pandemic.

Rev. Steven mentioned that he is inviting congregants to join a renewed Adult RE Collaboration Team to support engagement in various enrichment activities. Adult RE enrichment opportunities may plan to offer a spiritual practices class this fall.

Examples:

Rev. Steven's planned Fall 2022 class on spiritual practices

John Kluth's art exhibition and coordinated discussion about environmental protection (he wants to use the Church sanctuary and is in communication with the Aesthetics Committee, specifically with Ann VerWiebe, about the project to install picture railings)

Susanna Smart's Creative Living series

Randy Bish's possible offering(s)

Possible "History of UU" offering (showing the 6 videos)

X. Hobbs Hall Rental Agreement Policy Approval:

The Board reviewed the *Use Agreement draft* and the *Kitchen Use Agreement draft* (modeled after the UU Church of Akron's form). Question was raised regarding who the "church representative for no-member events" will be; this will be determined on a case-by-case basis.

Both Use Agreements were approved as a block with Board agreement that pricing adjustments may be made, as experience guides. Motion to approve: Heidi; seconded by Diane.

XI. Congregational Picnic:

Heidi reported that the Worship Team wishes to do a summer service as a picnic (outdoors at Plum Creek) and seeks the Board approval for a brief service, with or without the technical zoom capacity, as resources dictate. She also requested that due to the proximity of the date (August 21st) a mailing for the event be authorized to augment the usual digital communications.

The Board supported the proposed Picnic and publicity, with motion to approve from Diane, seconded by Susanna.

XII. In Person Health and Safety Plan Revision

Discussed the existing policy and possible changes: the pros and cons of using the CDC reports vs using a county-based resource for COVID data, and agreed to continue using the COVIDActNow.org website for Portage County; the disruptive effects of Sunday morning cancellations (last Sunday, for example); the importance of church providing a consistent resource that congregants can rely on (Sunday service); the inevitable confusion when the policy is revised; and the probable need to revise the policy, as the pandemic continues. View church website posted policy).

Approved: Indoor masking when at medium and high levels (masking unless at low level) and no indoor food when masking is mandated. Motion to approve from Diane, seconded by Susanna. (MaryBeth updated the Policy on the church website on July 28, 2022).

XIII. Process Review

Board agreed to extend the meeting time to accommodate the agenda. General positive feedback about experiences of the meeting and for each other in our process.

XIV. Extinguish the Chalice and Adjournment

Rev. Steven offered closing words and extinguished the chalice at approximately 1030pm.

Respectfully submitted, Susanna Smart, Co-Secretary