



UUCK Board of Trustees Meeting Minutes June 27, 2024

Call to order

Attendance in-person: Carol Weigand, Claudia Miller, David Weaver, Ginny Horvath, Heidi Shaffer Bish, Kara Kramer, Kay Eckman, Randy Ruchotzke, Susanna Smart

Unable to attend: n/a

Attendance via Zoom: n/a

Guest: n/a

Chalice Lighting: After a brief check-in the meeting started at 7:00 PM with Kay offering the chalice lighting.

Agenda Review and Announcements - no changes

Board Meeting Minutes Approval:

The *June 6 2024 minutes* and the *June 27, 2024 minutes* were Board approved by email.

Celebration

New minister hired! Rev Kristina Church starts in September. She will attend Summer Institute. A series of meet-and-greets is being planned for her onboarding. A shared Google doc will be available nearer the date.

Campus sign update: Heidi provided an update about the signage plan, which is close to completion; there is a donor who is funding the project. Heidi clarified that she has stepped down from that project, now that her term on the Board is complete. Building and Grounds will continue guiding the project toward completion.

Consent Agenda (Board reviews reports prior to meeting)

Treasurer's Report - May 2024: "Pledge payments are still at only at 92% of budgeted YTD level. Income is at 98% mainly because the auction performed very well. Pledge reminders are being sent out. Total program budget expenses are at 97%, showing the budget is on track. The general fund is back in the black, hopefully there will not have to be a draw from the Hobbs bequest."

MET Agenda - June 13, 2024: Recent changes in the federal guidelines for employment have resulted in a change in MaryBeth's exemption status. According to federal guidelines, MaryBeth is now no longer an exempt employee, and therefore must be paid overtime for any hours worked beyond her allotted hours. In the upcoming project of revising the Personnel Handbook, the means of monitoring employee hours needs to be specified. (The revision of the Handbook will also include edits regarding the eventual Personnel Team. Options for monitoring hours were considered; for example, one option is to have staff keep a log of time spent on specific tasks in order to identify areas where tasks might be delegated to volunteers.)

Motion to receive the Consent Agenda made by Ginny and seconded by Kay. All approved.

Staff Updates

Director of Music Ministries update: Ginny reported that Emily hasn't yet returned her signed letter of acceptance of her new title, although she has previously expressed intention to accept.

Update Minister Onboarding

Review of introductory meetings in June

June 17-20 the new minister (who is slated to start Sept 1st) was in NE Ohio and visited with various leadership and staff at the UUCK campus. She seemed glad to meet people and expressed interest in listening and learning more about the church and congregation.

Document - Onboarding process and designated participants and time-frame:

A shared document will be developed during the next months prior to the new minister's arrival.

Health Insurance Contribution Proposal - update

Kay stated that she has not yet had an opportunity to review the proposal with the Finance Team. She estimates having a chance to get input during the month of July.

Pertinent information from previous minutes: The board had previously voted to remove the language from the Employee Handbook requiring the church offer insurance through the UUA. Kay said she would ask MaryBeth to make this change to the wording in the Employee Handbook. It is anticipated that the future Personnel Committee will contribute to the process of editing the Handbook."

Bell Tower Funds

- Bell Tower funds approval – final total \$44,800 (according to a summary by the Building and Grounds team, we will need a revised final approval of \$6687.76 + \$800 for Engineer's Report vs. \$6K estimate at last meeting).

Kay reported that the interior masonry is complete, and two sides of the exterior are also complete. Jen informed her that the stabilization achieved by the work done to date has made the structure stable enough to allow us to wait on repairing the remaining two exterior sides. Although we raised funds through our *fund-an-item activity*, approximately 20K from the Hobbs endowment was used to pay for the work.

Board approval is needed for the final payment amount. The Board discussed raising funds via Faithify, and discussed ways to recruit interest from the general community in supporting the Tower.

A motion to approve the final revised amount of \$7487.76 was made by Kay; seconded by Heidi. All approved.

Appointment of Coordinators / Committees for FY25

Outgoing Board Member to Leadership Development - Heidi Shaffer Bish (1-year term)

Building and Grounds Coordinator - Jennifer Gregg (1-year term)

Personnel Committee - Leadership Development will begin to identify people in August

Continuing Coordinators (FYI only)

Social Justice and Community Outreach Coordinator - Vivien Sandlund (through 6/30/26)

UU, Interfaith, and Community Connections Coordinator - Kathy Kerns and Rev. Christie Anderson (through 6/30/27)

A motion to appoint Heidi as Outgoing Board Member to Leadership Development was made by Carol; seconded by Kay. All approved.

A motion to keep Jen Gregg as Building and Grounds Coordinator was made by Susanna; seconded by Heidi. All approved.

Celebration of Outgoing Members

Claudia Miller and Randy Ruchotzke are joining the Board.

Carol Weigand and Heidi Shaffer Bish are stepping off the Board.

Following the break for celebration, Carol and Heidi stepped out of the meeting.

Election of New Officers

Moderator: Ginny. Motion made by Claudia, seconded by David. Approved by All.

Assistant Moderator: Randy. Motion made by David, seconded by Susanna. Approved by All.

Secretary: Susanna. Motion made by David, seconded by Kara. Approved by All.

Board Liaison function: Until Rev. Church starts her ministry in September, Ginny and Kara agreed to continue to represent the Board by attending the staff meetings and the MET meetings, respectively. They also intend to continue this practice of having a Board liaison at the Staff and MET meetings, even when Rev. Kristina begins.

FY25 Board Meeting Cadence

Frequency of meetings: The FY25 Board agreed to meet two times/month in general. We will meet once in July. It is yet to be determined which two Thursdays per month (except in July (see below) will be our designated meeting days. We can address the frequency of meetings further during the Board Retreat after our new Minister arrives. Ginny shared that when we met with Rev. Church, she had spoken highly of the book, *Love at the Center*. This might be good reading to inform our next Retreat.

The next scheduled Board meeting is Monday July 22nd (one meeting to be held in July). Bring your calendars so we can schedule tentative meeting dates through the year.

Upcoming Topics

- **Suggested Membership Policies revisions** - from Renee Ruchotzke. The Board agreed to review this document prior to the next meeting.

Process Review

What went well: We celebrated well!

What needs improvement or attention: no comments

Extinguish the Chalice and Adjournment

Chalice extinguished: Kay extinguished the chalice, and the meeting was adjourned at approximately 8:45 PM.

Next meeting date: July 22nd (Monday), arrive 6:45pm for 7:00 pm start.

Next Board meeting chalice lighting and offering of readings: Randy (usual sequence is alphabetical by first name).

Respectfully submitted,
Susanna Smart, Secretary