



## UUCK Board of Trustees Meeting Minutes

October 17, 2024

### Call to Order and Chalice Lighting

**Attendance in person:** Claudia Miller, David Weaver, Ginny Horvath, Kara Kramer, Kay Eckman, Randy Ruchotzke, Susanna Smart, and Rev Kristina Church

**Attendance via Zoom:** n/a    **Unable to attend:** n/a    **Guests:** n/a

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

### Agenda Review and Announcements

Align on any late modifications or additions - updated as below.

Announcement: According to an email (sent 10.15.24 from Lori Mirkin-McGee): A renewed Pastoral Care Team has formed with Rev. Kristina, Heather Prichard, David Weaver, and Lori Mirkin-McGee. Dana Wakefield will serve as the Coordinator of Helping Hands.

Recognition/Gratitude Board Correspondences: cards written

### Consent Agenda

- MET Agenda: 10.7.2024
- Minister's Report Rev Kristina reported on arrangements for listening circles (healing opportunities) with Rev. Elaine Strawn. Logistics are being discussed (including the possibility of virtual and in-person events) and have not yet been finalized. Board agreed that having more than one opportunity increases likelihood that it will meet the schedules of various people.
- Treasurer's Report 8.31.24 (from last time).
- Treasurer's Reports ([September Budget v Actual](#), [September Balance Sheet](#)) The Board discussed the importance of having consistent and concise-enough reports. Ginny agreed to contact Ryan to orient him, in this new Treasurer role, about the required due dates for reports to the Board and to discuss the kind of format for the Treasurer Reports that are most useful for the Board and see if this is do-able for him. (Thereafter, Ryan confirmed understanding the format and timeline needs of the Board.)

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

### FYI: Previous E-mail Approvals and Messages

- Board Meeting Minutes Approval: The October 3, 2024 minutes were approved by the Board via email prior to this meeting.

## Staff Updates

Rev Kristina reported that MaryBeth completed a day of training with the UUA church administrators group, Colleen's OWL program has successfully begun and is progressing well, and Emily is getting a church youth band together.

## Finance Team Updates

Kay reported that the Finance Team is meeting on October 29 (3pm in the Annex) with an insurance broker who will present various options for health insurance coverage. She has invited the Personnel Team and staff members to attend. Kay also plans to attend the October 23 UUA seminar on the UUA health insurance options. This information will help inform decisions about staff health care insurance.

## Decision Items

- Executive discussion: The Board discussed a recent communication to the Board and reiterated the need for formal healing opportunities within the congregation. As mentioned above, plans to hold healing circles are in progress. These facilitated, structured and purposeful circles are a method of working through interpersonal challenges; they are intended to help hold and air the complexity of human interactions, facilitate understanding, and provide a structure for restorative, healing experiences to happen.
- Kitchen Management and Landscaping: The Board discussed management of these functions now, as volunteer support has currently stepped away. Randy said he will communicate with Jennifer Gregg regarding landscaping. The Board agreed that the Leadership Development team would be appropriate to assist with exploring options for a Kitchen Manager. Marion Brannan has some kitchen certification and will be contacted about her interest in volunteering. Ginny will contact the Leadership Development team.
- [Revised Board Covenant of FY2025](#): Board members were satisfied and enthusiastic about the final edit of our Covenant. Motion to accept the Board Covenant for FY 2025 as written was made by Claudia and seconded by Kara. All approved.
- FY25 [Congregational Goals](#): Kara provided a draft of the Board goals for the congregation for next year. The Goals were discussed and edited during the meeting. Motion to accept the goals as written was made by Susanna and seconded by Randy. All approved.
- Updates on [Personnel Team Charge](#): The Board discussed and suggested various edits. Considerable attention was given to identify and define the focus and scope of this new team. The document is still in progress. The Board agreed that the Personnel Team is intended to assist the Board. The Board agreed to continue the editing process online with the goal of having it ready to orient the new PT at the next Board meeting. Ginny will invite them to that meeting.
- Board Event for the Service Auction: Discussed ideas and set the date: 5pm on Saturday February 15, 2025. Kara entered the date in the UUCK calendar, and Hobbs Hall was reserved. Kara also agreed to write up the description for the Auction so it is included in the items for bids. We agreed to host a paint-a-friend party and will work out the details before then.

## Discussion Items

- Updating rental policies: tabled due to time limitations.
- Fundraising Coordinator role and charge: tabled due to time limitations.
- Topics for Board Town Hall October 27 at 12:00 (suggestions were outlined in the minutes and details will be refined in coming weeks via email. Ginny will make slides for the meeting and share pre-reads before the Town Hall.

## Process Review

*What went well:* editing documents and finding fitting, good words; allowing time vs hurrying on important decisions; everyone participating.

*What needs improvement or attention:* n/a

## Extinguish the Chalice and Adjournment

**Chalice extinguished:** Ginny extinguished the chalice, and the meeting was adjourned at approximately 7:50 PM.

## Upcoming Dates/Events

**Next Board meeting:** Thursday November 7 (6:50 - 9:00), with Chalice Lighting by Kara (usual sequence is alphabetical by first name).

Respectfully submitted,  
Susanna Smart, Secretary