



UUCK Board of Trustees Meeting Minutes

November 7, 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:** Sandy Eaglen and Andrew Rome joined for part of the meeting, as invited by the Moderator.

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

Agenda Review and Announcements

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

Recognition/Gratitude Board Correspondences: one card was written.

The Board expressed enthusiastic gratitude to Ginny for the great slides and leadership she brought to the recent Town Hall meeting.

Consent Agenda

- MET Agenda - No report at this time; Next meeting is 11/11/24
- Minister's Report - to be provided toward the end of the month. Busy with vespers and other events; received encouraging feedback; feel supported by the many hands helping put worship together; off the final week of November (25-29th).
- Treasurer's Reports from August and September ([September Budget v Actual](#), [September Balance Sheet](#)). From the Treasure's summary provided at the Town Hall: "Pledge income is on target for now. Although September pledge income was low, we are 95% of budgeted income for the first quarter; Rental income year-to-date is running above budget for the first quarter of the fiscal year; Overall Status: Operating revenue is currently 86% year-to-date, which is not yet a concern, as total expenditures are well below at 72% of budget. Net revenue is ahead of expenses for the first quarter. Total net revenue is \$19,000, which is reflected in our general fund balance."

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

FYI: Previous Email Approvals and Messages

Board Meeting Minutes Approval: The October 17, 2024 minutes were approved by the Board via email prior to this meeting. They are uploaded to the web site and available to the congregation.

Staff Updates

Rev. Kristina reported that she and Rev. Elaine Strawn have not yet found a time that works for both of them to facilitate healing gatherings for the UUCK community; they continue to work on this.

Rev. Kristina reported that the Community Meal this month was huge, and the program is growing successfully. This week, Colleen is engaged in her annual national online conference (for liberal religious educators). Among other contributions, Emily held a community sing, "Sing for Resilience," this week. MaryBeth is busy with bookkeeping; she will soon be working on annual reviews of those she supervises.

Ginny reported that recently, enough volunteers were available to help after the Haymaker Market in Hobbs that the task was accomplished quickly. The goal is to continue the message that many hands make light work in order to inspire continued volunteerism.

Ginny shared that in addition to all that they do, the staff also often senses the needs of congregants and take those needs into consideration and care.

Finance Team Updates

[Proposal on Staff Health Insurance options](#): Sandy Eaglen and Andrew Rome, two members of the recently appointed Personnel Team, joined for this part of the meeting.

Kay reported that the finance team and the staff met with an insurance broker. They are now exploring specific options. The process requires some time, and Kay described how they are keeping track of the time limitations for making various changes. Ultimately, the selected insurance company has to be the same for everyone being covered. A goal is to have the plan equitable across all staff.

The recommendation of the Finance Team is: *Effective 1/1/25, the church would fund a minimum of 70% of the health insurance costs of our staff who are employed for at least 20 hours per week. Contribution rates to any staff member currently receiving greater than 70% would not be changed. Contribution rates for dependents would not change.*

A Motion to approve the above-recommendation of the Finance Team was made by Kay and seconded by Kara. Unanimously approved.

Decision Items

Updates on [Personnel Team Charge](#). Sandy Eaglen and Andrew Rome joined for this part of the meeting. The Charge was reviewed and edited during our meeting to provide greater clarity, with input from those appointed to the Personnel Team.

Motion to formally charge the Personnel Team was made by Kara and seconded by David. All approved.

Discussion Items

- Leadership Development Ideas from the Leadership Development Committee: The Board discussed the document from Vivien Sandlund outlining the LDC's current work and upcoming plans for furthering the development of leadership within our church. The LDC plans to promote awareness about leadership opportunities by holding an event on February 8th. Ginny offered to confer with Vivien about what the LDC might need from the Board. The February event may also dove-tail with finding volunteers who wish to contribute but may not be interested in leadership, per se.
- Fundraising Coordinator and Volunteer Coordinator roles: The Board discussed the value of clarifying these roles prior to seeking to fill them; we agreed to the plan to define the roles and draft charges for them. Ginny volunteered to draft these documents, and Claudia and

Susanna volunteered to work with her.

- Discussed the process and the timeline for obtaining Board approval of the minutes: We agreed that reminders to Board members are helpful and are needed in our busy lives. Since email is more cumbersome than texting, the plan was made to have the secretary send out *text* reminders to the Board to review minutes for approval (Kara initiated a group text).

Process Review

What went well: Appreciation of the opportunity to check-in after recent events and feel connected in our care and commitment. Joyful interactions in our meeting.

What needs improvement or attention: n/a

Extinguish the Chalice and Adjournment

Chalice extinguished: Kay extinguished the chalice, and the meeting was adjourned at approximately 8:35 PM.

Upcoming Dates/Events

Next Board meeting: Tuesday November 26th (6:50 - 9:00), with Chalice Lighting by Kara (usual sequence is alphabetical by first name). Note: Kay will be gone for two meetings due to important commitments.

Respectfully submitted,
Susanna Smart, Secretary