

**First Unitarian Universalist Church**  
**Board of Trustees**  
**Agenda**  
**February 28, 2018**

With love at the center the **vision** of First Unitarian Universalist Church of Columbus is to transform and heal ourselves and our world through reason and love.

The **mission** of this church is to fulfill its vision by...  
 Creating community through caring, nurturing, and celebrating  
 Working for justice through learning, reflecting, and doing  
 Engaging diversity through welcoming, listening, and empowering

**Board Goals**

1. **Finalized Mission and Vision - complete**
2. **Practice partnership governance including a strategic plan**
3. **Are we rising to the challenge? Energize stewardship efforts to fulfill our vision.**

**Staff Goals (from Board retreat)**

1. **Finalize Mission and Vision - complete**
2. **Create Opportunities for engagement in Justice-making**
3. **Increase attention to all stages of membership to make First UU a hub for new members and older members alike.**

<b>Board</b>		Present	Absent
Chair	Carolee Noonan	X	
Vice Chair	Seth Kraut	X	
Treasurer	Jeff Boughton	X	
Secretary	Jim Conlan	X	
	Karen Dawson	X	
	Ginnie Vogts	X	
	Larry Drake	X	
Youth Rep	Lee Cook	X	
Youth Rep	Nate Blake	X	
<b>Staff</b>			
Sr Minister	Rev. Marian Stewart	X	
Assoc. Minister	Rev. Eric Meter	X	
Minister of Religious Education	Lane Campbell	X	
Administrator	Brian Hagemann	X	
<b>Guests</b>			

7:00	Opening and Welcome <ul style="list-style-type: none"> <li>● Chalice lighting and Opening words</li> <li>● Check-in</li> <li>● Circulate thank you cards</li> </ul>	Karen Carolee Larry
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7:10	<p>Consent agenda: Please see documents in Board of Trustees Shared Drive</p> <ul style="list-style-type: none"> <li>● Approval of January minutes</li> <li>● Staff reports</li> <li>● Approval of email vote changing the housing allowance for Rev. Marian</li> </ul> <p><b>*Board Approved Consent Agenda</b></p>	Carolee
7:15	<p>Executive Session <i>*No minutes taken when in executive session</i></p>	Carolee
7:30	<p><del>Strategic Planning</del> <del>Guest – Rev. Joan VanBecelaere</del> <del>Future Search</del></p> <p>Review of the church management software form ICON called ICONCMO <a href="https://www.iconcmo.com/">https://www.iconcmo.com/</a></p> <p><i>*Rev Joan was under the weather and the Strategic Plan discussion will be postponed until next month.</i> <i>*In place of Rev Joan, Patricia Boughton reviewed the software ICON CMO.</i></p> <p><i>*In the past the church used a program called Church Windows which was used used for 8 to 9 years.</i> <i>*Church windows had become dated.</i> <i>*It was required to be installed on all PCs and was not available online.</i> <i>*It was expensive to add a license and we were only using the membership module</i> <i>*We used a separate software for accounting called Sage Peachtree and it was not tailored for church use.</i> <i>*Peachtree and Church windows were not connected so pledging information needed to be pasted into Peachtree manually which would at times cause errors.</i></p> <p><i>*At GA a few years ago, Brian met up with the database company Icon.</i> <i>*Icon does a good job of being an all in one software. It combines membership, payroll and accounting.</i> <i>*Icon merges really well with pledges and the accounting piece.</i> <i>*It is cloud based so it can be accessed anywhere.</i> <i>*The cost is \$900 annually for the license and is based on membership size.</i> <i>*This database is now used in Stewardship for reporting etc.</i></p>	Jim
8:15	<p>Personnel Committee</p> <ul style="list-style-type: none"> <li>○ Appointing new members</li> <li>○ Is there a job description?</li> </ul> <p><i>*Members are Betsy Duckworth, Meg Spernoga (appointed December 21, 2016) and Judy Kleen.</i> <i>*Judy works with just the HR portion and not finances.</i> <i>*There will be staffing moves with a retirement this year.</i> <i>*There is no job description for the Personnel Committee</i></p>	Marian

	<p><i>*Karen mentioned that there might be some information in the standing rules.</i></p> <p><i>*Jim and Carolee will work on a job description draft to bring back to the next meeting.</i></p> <p><i>*The role of the personnel committee has changed with the governance changes. They no longer do employee evaluations that is handled by the staff.</i></p> <p><i>*They review the personnel manual to make sure it reflects best practices.</i></p> <p><i>*Brian will put a copy of the personnel manual on the shared drive.</i></p>	
	<b><u>Standing Agenda Items</u></b>	
8:20	<p><b>Governance - Finance</b> Review/Discussion and Approval of reports Reports</p> <p><i>*The results for February are not available yet.</i></p> <p><i>*At the end of January, we have about \$310,000 left to collect for the fiscal year to meet the budget.</i></p> <p><i>*The auction collected about \$6,000 over budget.</i></p> <p><i>* Columbus Learning Cooperative is now renting our classrooms. This rental is going until the end of May at \$1300 a month.</i></p> <p><i>*The role of Assistant Treasurer is open. Jeff will come back with a recommendation to fill that position next month.</i></p>	<p>Jeff</p> <p>All</p>
8:30	<p><b>Ministry - Stewardship</b></p> <ul style="list-style-type: none"> <li>● Kick off party</li> <li>● March 18 Sermon/Service/Brunch</li> <li>● Senior Lunch</li> <li>● Stewards</li> </ul> <p><i>*Leadership kickoff was done a few weeks ago. The ask was for a 9% increase.</i></p> <p><i>*The future would be to fund through pledges and the auction and holiday appeal would have a specific goal for example a solar panel etc.</i></p> <p><i>*Senior Lunch-Jeff Boughton will talk for 15 minutes.</i></p> <p><i>*The goal with the giving guide is to have people move to the right and have a larger pledge.</i></p> <p><i>*Board members should try to attend the brunches on March 18<sup>th</sup>.</i></p> <p><i>*March 11th is the Stewardship training.</i></p>	<p>Marian</p> <p>All</p>
8:40	<p><b>Ministry - Membership and Welcoming</b> Update</p> <p><i>*Second meeting on March 7th to continue the broader discussion on what we are currently doing and what changes could be made.</i></p> <p><i>*Three main categories were discussed</i></p> <ol style="list-style-type: none"> <li>1. The first timer, the visitor or those who are not here yet.</li> <li>2. New member, membership classes</li> <li>3. Engagement</li> </ol> <p><i>*What do we do well and what needs to be improved.</i></p> <p><b>Governance - Membership and Welcoming</b> Need Board Leader</p>	<p>Marian Eric</p> <p>All</p>

	<p>Explore - Text to stay in touch and text to give apps  <i>*Google "text in church" and do some research</i>  <i>*No board leader was decided upon at this time</i></p>	
8:45	<p><b>Youth Report</b>  Purpose: Updates/Discussion</p> <p><i>*Preparing for the second youth service</i>  <i>*Art supplies will be donated to Kaleidoscope</i>  <i>*Love bomb (encouraging messages) was made for a transgender teen in Cincinnati.</i>  <i>*Coming of Age class is going to take a trip to the March for our Lives here in Columbus and Washington DC. (March 24th)</i>  <a href="https://marchforourlives.com/">https://marchforourlives.com/</a>  <i>*Bake sale will be at the RE open house on March 11th</i>  <i>*Trip is open to all youth with fifty-six spots on the bus with one adult for every two youth.</i></p>	Lee/Nate
8:50	<p>Churchwide Justice Focus</p> <ul style="list-style-type: none"> <li>● Sanctuary at First UU</li> <li>● Rev. Barber's Poor People's Movement</li> </ul> <p>Purpose: Update</p> <p><i>*Moving forward and the plan is to have a congregational meeting in April.</i>  <i>*There will be townhalls before the meeting.</i>  <i>*The board needs to call the Congregational meeting 30 days ahead of time.</i>  <i>Watch for possible email voting.</i></p>	Ginnie
8:55	<p>Wrap up and Closing:</p> <ul style="list-style-type: none"> <li>● What does Board need to communicate to congregation?</li> <li>● Thank you cards for next month. Please email Names/Reasons to <a href="mailto:larrydrake50@sbcglobal.net">larrydrake50@sbcglobal.net</a></li> <li>● Board Process Observation <ul style="list-style-type: none"> <li>○ What did we do well at this meeting?</li> <li>○ Did we stay on governance work?</li> <li>○ What could do differently for the next meeting?</li> </ul> </li> <li>● Extinguish the Chalice</li> </ul> <p><i>*Stewardship needs communicated</i></p>	All  Karen

Keeping Track of Congregants Ideas:

I LOVE the new vision statement. Are church tee-shirts in the plans (or coffee mugs)?  
Vision statement on the front, mission on the back, artwork by the Ballieuls ??