

First Unitarian Universalist Church
Board of Trustees
Agenda
August 23, 2017

Optional learning session at 6:30 with Lane about using Google apps (docs, drive, etc) for our work together. Please feel free to BYO dinner and device (tablet, laptop, phone, etc).

Board		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	
Staff			
Sr Interim Minister	Rev. Marian Stewart		X
Assoc. Minister	Rev. Eric Meter	X	
Minister of Religious Education	Lane Campbell	X	
Administrator	Brian Hagemann	X	
Guests			

7:00	Opening and Welcome <ul style="list-style-type: none"> ● Chalice lighting ● Centering: Opening words ● Check-in ● Circulate thank you cards 	Carolee Lee
7:10	Consent agenda: Please see documents in Board of Trustees Shared Drive <ul style="list-style-type: none"> ● Approval of July minutes ● Staff reports ● Approval of Housing Allowance for Rev. Lane Campbell 	Carolee
	<u>Standing Agenda Items</u>	
7:15	Coordinating Team (CT) Updates/Discussion The CT met 8/23. They are reviewing and summarizing their history for Rev. Marian. They are looking at the Safety report, doing an AV update, getting ready for a Trans education and welcoming event Oct 14/15. CT will put their notes in a Google folder every two weeks when they meet and provide and update for the Board meeting. Brian will make the folder.	Senior Staff

7:20	<p>Membership and Welcoming Updates/Discussion</p> <p>Big rainbow umbrellas have been purchased to welcome people entering in inclement weather. Wednesdays on Weisheimer will start on 9/13 in an attempt to make coming to church more regular and normalized. It will be a weekly event consisting of folks bringing their own meal, a short vesper service, programming afterwards including Board and Committee meetings which people can attend. It will be family friendly and child care will be provided as well as kid programming.</p>	Eric
7:30	<p>Financial report/ Unified Activity Report Review/Discussion/Approval</p> <p>Jeff asked what procedures are in place to ensure that transactions over \$2000 have two signers? Joe V. is the person who has to follow the protocol. Brian will speak to him to assure that he is. Jeff also asked about notification notification from First Merchant when funds go below \$2000. Brian said that is for the debit account. Checking account is different. Brian checks balances every couple of days.</p> <p>Brian noted that this is the biggest point of financial transition in years: new Treasurer, new Comptroller, new accounting system, new governance process. All is going very well.</p> <p>Martha- How does the Board want to see information? Brian will develop a set of (5-15) metrics to provide a consistent snapshot. Seth can help build these into the system so a report can be generated monthly. What data points do we want to collect. Brian will lead a discussion next month.</p> <p>Martha provided a formal report on FY'17 and a report for July'17. While the numbers look very good it is because of \$20K in pledges given early and another \$20K of one-time money. This \$40K distorts temporarily. We are still in a challenging situation.</p> <p>Looking forward: J. Melvin life insurance- received check as part of Endowment Fund. Outstanding request to Columbus Foundation for \$3300for repairs to Slowter Lounge roof. We are in the latter part of the Green and Growing Campaign and expect to meet all obligations. We are making a \$50K payment, \$9K has been allocated to a plaque and \$1K for signage.</p> <p>Revenue and Expense pie charts with seasonal variances were provided. Status of pledges will be added to info for Board. In summary, Board needs Membership, stewardship, expenses, revenue and a process to have a conversation about the information. We will be conducting an annual audit which Jeff will lead and an inventory of our physical plant which Dan Noonan and Brian will lead. This info will eventually be provided to the congregation. We will also begin to anticipate capital needs, e.g. how old is furnace and when will it need to be replaced.</p>	Jeff/Martha
7:40	<p>Youth Report Updates/Discussion</p>	Lee/Nate

	Nate reported that the Youth Group has done some visioning and has eliminated dues and changed the time of their meeting to make it more accessible to more youth.	
7:45	<p>Upcoming events:</p> <ul style="list-style-type: none"> • Board Retreat - October dates • UU Region's Board Basics Webinar Series 1 Thursday, August 24, 2017 - 7:30 pm to 9:00 pm https://www.uua.org/central-east/events/webinars/board-basics-webinar-series-1?month=2017-08 • Central Ohio Board Basics Training Tuesday, September 19th 6:30 – 9:30 pm North UU Congregation 1574 Franklin St, Lewis Center, OH 43035 Phone: 740-657-8081 (for directions) Please contact Joan Van Becelaere – jvanbecelaere@uua.org – with any questions. • Marian's Installation - Nov 12. Need board leader to work with senior staff member to plan/coordinate 	<p>Seth/All All</p> <p>All</p>
	<u>Board Governance Work</u>	
7:50	Strategic Planning - getting started tabled due to Jim's absence	Jim
8:00	<p>Communication</p> <ul style="list-style-type: none"> • Website (please see wish list in share drive)Brian has put all on. if folks want to reach Board member there will be a common email and Larry will coordinate response. New badges will be made and Board welcome will be sent to Eric for integration into Worship Service script. • • Board presence at the Welcome Table - will be included in Board welcome • Motion: The Board charges the CT with a proposal for the church to adopt a public message related to Racial Justice and report back to the Board in October. Moved by Nate, seconded by Lee, unanimously approved. <p>Discuss next steps and who will lead</p>	All
8:15	<p>Congregational Decisions</p> <ul style="list-style-type: none"> • Vision/Mission Statement • Uncontested Slate for Nominating Committee Constitutional Amendment • Motion: The Board will accept a donation to SYC by the family of a former SYC teacher in memory of her to become a restricted fund for the use of SYC. Moved by Larry, seconded by Ginnie, unanimously approved. <p>Discuss next steps and who will lead</p>	All
8:30	<p>Engaging Diversity</p> <ul style="list-style-type: none"> • Search Committee Letter • Second Letter from Morgan • CT work on nondiscrimination policies • Wee Worship feedback • Sanctuary Movement - Ginnie Introduction of a 	All

	<p>current need by a community member for Sanctuary in the face of imminent deportation. First UU has had 4 informational sessions but we are not yet at a place where we can provide Sanctuary to an individual. We can offer support. Ginnie and Lane will be attending a meeting in the community on 8/24 to learn more about what we can do and will bring info back.</p> <p>Discuss next steps and who will lead</p>	
8:45	<p>What does Board need to communicate to congregation? Hearing assistance update. Is purchased and is being tested. Sanctuary - Next meeting is Sept. 18th - contact Ginnie for info Financial reports will be on the website and Carolee will include in her Board Chair report in the Discoverer.</p>	All
8:50	<p>Wrap-up</p> <ul style="list-style-type: none"> • Thank you cards for next month - Larry- Pam Hussain, Joe Votolini, Barb fisher • • 	All
8:55	<p>Meeting Process Observation</p> <ul style="list-style-type: none"> • What did we do well at this meeting? Did we stay on “Board work”? • Anything we should do differently for the next meeting? 	Lee

Next meeting -

What information to have in the dashboard - Brian and Jeff

Website show and tell - Brian

Next Steps:

Internal Audit Team - Leader is Jeff Boughton

Inventory Team - Leader is Dan Noonan

Please see documents in Board of Trustees and in the 2017 - August folder.