

UUFCM Board of Trustees Meeting Minutes
April 12, 2015 at 6:30 p.m.
UU Center

UUFCM Board Covenant

As members of the UUFCM Board of Trustees, we covenant to keep the best interests of the congregation at heart and to carry out the trust placed in us as guardians of the Mission and the Principles and as stewards of the resources of our church. We commit to:

- Be prepared, present, prompt, and to participate.
- Communicate respectfully; all will be heard and we will seek consensus.
- Use discretion in communications beyond the Board.
- Support the decisions and policies of the Board.

UUFCM Mission Statement: Fueled by love, transforming our lives and our world.

1. Chalice lighted at 6:30 pm with Dawn reading from Wake up! "Let your laughter ring forth."
2. Consent Agenda – Minutes of March 8, 2015 Board meeting – received
 - Minister's Report- received
 - RE Committee Report- received
 - Worship Team Report- received
 - Treasurer Report- received – The board elected to designate the gift of \$300 in Valerie Stephens' memory to the Minister's discretionary fund.
 - Transition Task Force (TTF) Report- received
 - Social Action Report- received
 - Congregational Life Team Report-received- Planning two Saturdays for "spring cleaning" and maintenance of the building and grounds on May 2 and May 9. There will be a cook-out following the work. The Flower Service will be June 14.
3. New business:
 1. New policy language was reviewed for sections 9 and 15 in the Bylaws. The Agenda for the Annual Meeting was approved with wording changes. The Final Proposed Budget was approved to be presented at the Annual Meeting (see below under Old Business #3)
 2. Review/revision of Dawn's contract: A new Evaluation is to be shared with Dawn by Laura on or before May 1. New contract negotiations will be discussed at the May Board meeting. (The new contract date would start July 1, 2015) Laura will send the previous feedback forms to all board members to be returned to her completed by Saturday, April 18. At the May 10th meeting there will be a discussion of Dawn's and our needs and expectations with contract negotiations where needed. We anticipate a vote to retain her with an offer re the new contract as negotiated at that meeting.
 3. The Board of the Restoration House Project has asked the UUFCM Board to vote for continued participation as the intake center for Restoration House in the 2015-2016 season. The Board moved and seconded an offer of our space for the intake process assuming the hours will remain largely the same. We will plan a meeting with the employees and volunteers before the kick-off date so there can be a review of procedures to follow to open and close the building and care for the space. A thorough list of expectations and rules can be provided from our experience this past year. Predicated on a proactive meeting and clear process in place, there was unanimous support for our participation again next fall and winter.
 4. Special Recognition Gifts for Special Volunteers – (last year these went to Susan Powers, Kris Los and Chris Bauerle). This year we will recognize the years of leadership and the gift of music from Beth Macleod and Chris Bauerle. Annette and Dawn will collaborate on gifts. There will also be recognition of TTF members for their two years of service on that very important and time consuming task force.
4. Old Business:
 1. Mission statement/Covenant development process & TTF: deferred with expected recommendations from the TTF to be submitted by our next meeting.

2. Policy Language Changes & items for Annual Meeting: led by Laura - revised version will be provided again after collaboration between Laura and Scott.
3. Stewardship Update: Gisela – reported on the process used leading up to Commitment Sunday (check out the testimonials on the home page of the website). Final Proposed Budget for the 2015-2016 year: \$92,950.00 (Building reduced by \$500 and Minister down \$1000.00 to \$52,000.00) Laura will send the revised Proposed Budget. Pledge Drive totals at this point = \$91,070.00. (the \$360.00 gift from the Sangha group is reflected in the income for the 2014-2015 fiscal year)

Updates/ Announcements:

1. Board tickler for April/May 2015 – Finish planning for the annual meeting – Annual Reports of Teams. Treasurer has sent out pledge updates for the third quarter. Team chairs are to be asked to estimate how much of their current budget they plan to spend by June 30 and let the Treasurer know. This led to a discussion about how we track spending and record it in the budget. Current reimbursement practices and recording of budget make it difficult to monitor it accurately. Additional discussion regarding line item budgets and designations of expenditures/reimbursements will occur at the May Board meeting.
2. Fellowship Life meeting on April 19, 2015 Topics: Discussion of proposed Bylaw changes. Scott will alter the changes to reflect From/To changes. There will be a link to the parts of the Bylaws that are proposed for change. There will be an announcement that we are suspending the post-service snack assignments for our “coffee hour” from May to September. Beverages will be continued.
3. This summer we will rewrite “Other Policies” in the Handbook this summer.
4. Webinar: Board Governance: Best Practices, Thursday, April 23, 2015 at 12:00 PM EST, 60 minutes present by Frank Somerville, JD, CPA. Register at:
https://attendee.gotowebinar.com/register/7669079675369908738?utm_campaign=Webinarinvite15&utm_source=BoardGovernance&utm_medium=email&utm_content=Register%20Today!%20Button

The meeting adjourned at 9:10 p.m. PM.

The next meeting will be Sunday, May 10 at 6:30 PM at UU Center.

Respectfully submitted by Vicki Chessin, Secretary

May Items:

1. Dawn's evaluation due May 1!! 90 days before the anniversary of the start date.
2. Vote on contract regarding rehiring Dawn.
3. Discuss line item Team budget concept and procedure.
4. Board Retreat in August Items: update the UUFCM Covenant Statement