

UUFCM Board of Trustees Meeting Minutes  
March 13, 2016 at 6:30 p.m.

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: To be a religious community guided by love transforming our lives and our world.

Present: Annette Pratt, Laura McBride, David Macleod, Carol Rard, Scott Daigle, Vicki Chessin and Dawn Daniels. (Absent: Janis Shinn)

1. Light Chalice - Dawn read "Reading for the Standing Committee" by Phyllis B O'Connell "The leadership serving on the Board is an act of Faith."
2. Welcome and check in
3. Consent Agenda - approved
  - Minutes of February 14, 2016 Board Meeting received
  - Treasurer Report received – current bank balance = \$27,659.21
  - Social Justice Coordinating Team Report not received
  - RE Team Report received
  - Minister's Report received
  - Worship Team Report received
  - Congregational Life Ministry Report received
  - Budget Hearing Minutes – received and pulled out of consent agenda to address issues raised at the meeting – see below.
4. Discussion Agenda:
  - New business:
    1. Building Repairs: Need a protocol for minor repairs – Laura will lead a task force to address how to handle damages and repairs to present back to the Board.
    2. Floor Polishing Proposed by Kris Los – \$100 to buff twice a month and \$80 each time the floor is stripped and re-waxed twice a year using a buffer kept here. (Restoration House pays to have the floors in fellowship hall buffed every two weeks and have the floor stripped and re-waxed as they leave at a cost of \$680)– UUFCM would assume the cost of \$680 to continue the same care the other six months. It might be possible to only buff once a month the fourth – sixth month coming to the stripping in fall. Voted to maintain buffing up twice a month and strip it twice a year before and after the Restoration House.
    3. Dawn's Housing Allowance – The Board reviewed Dawn's contract which specifies our commitment to her is a composite of Salary and an Allowance for Housing and related expenses as allowed for ministers by the IRS. She is responsible to have documentation of the expenses for which she claims the Housing Allowance. Each of her checks have included, and have indicated that they include, Salary and Housing Allowance, however

her W2 treats her income totally as salary on Line 1 and neglects to split out the Housing Allowance on line 14. At this point it is clear she does have \$15,000 in documented expenses for 2015 and her W2 will need to reflect this in line #14. This will necessitate a corrected W2 to the IRS now. Vicki will address this with the accountant. In addition the Board designates \$15,500 in Housing Allowance for the year 2016. (This approach is supported by IRS documentation for ministers, UUA instructions, Vicki queried accounting firm Andrews, Hooper and Pavlik, as well as Dawn's Turbot Tax instructions and the way it has always been for a retired minister Dawn queried.)

4. Personnel Matter – closed session:
5. The Board asks the RE Team to address the resignation of our RE Director with an interim plan they think wise by the time Roze leaves. We also ask them to propose a plan for staffing the needs of the Youth RE for the immediate future and the coming year. Offer suggestions for any changes that might be advantageous for the further growth of a quality Youth RE program.
6. Visioning: If all one ever does is put forward a “bare bones” budget, if one never put forth dreams and plan for growth, then nothing will happen. People need challenges and changes to excite them. Consider new plans for RE, future needs in the areas of music, social action, building changes, etc. The financing will not be there before the plan is in place. In the future we might need a paid music director, a paid pianist, more paid personnel in RE and a full time minister.
7. The Congregational Budget Hearing raised several issues: a) People asked for a mechanism for planned giving. This might be answered via the UUCEF Endowment resources and a legacy giving program. Vicki will look into this and present her findings to the Board next month. Planned giving can be a yearly pledge, or within one's Estate, or designation of UUFCM as a life insurance beneficiary, etc.  
b.) People requested to see a quarterly report to understand the financial picture better and the treasurer is asked to include one with the budget proposal process next year.

#### **Old Business:**

1. Congregational Retreat set for 4/9/16 at 9-2pm (Saturday in one month.) Need to have a provocative approach. Upcoming “Selma Awakening” consider development of a position statement or social justice position and action plan.
  2. Nominations to the Board: Pres. Elect: open Treasurer: Chris Bailey/with back up of Ricky Courlander Trustee-at-large (the 2 year term): Janis Shinn, Trustee-at-large (the 1 year term): Bridgette Bechtold
  3. Stewardship is well under way: Celebration Sunday is next Sunday: Annette and Guy will each be doing a sermonette.
  4. Proposed Budget: Any necessary adjustment will be considered when results of pledging is complete.
  5. Mid Regional Conference is April 29-May 1st in St. Paul, MN.
  6. General Assembly (GA) is June 22-26th in Columbus, OH.
  7. Carol will ask Kris Los to walk through the building with the Fire Marshal and Police regarding safety plans.
  8. Vicki will present an introduction of basic life support (BLS) and our external defibrillator on April 10 after worship.
6. Updates/ Announcements:
1. Board tickler for March and April: 1) remind treasurer to send out statements to any

member who has no contribution of record from July 1, 2015 thru March 31, 2016.

2) Remind minister, and RE director to block out special Sundays for next year.

Nomination names due. 3) Finish planning annual meeting in May (budget vote, by-laws, Board positions, annual team reports, staff reports, request for new team members, recognition of volunteers. 4) Consider where teams predict their spending to be by June

30. 5) Send official Email announcement of Annual Meeting one month in advance. 6)

Change door code and inform those who need to know (after Restoration House is over)

7) Decide topic for fellowship life to include any bylaws changes for March 20.

2. Fellowship Life Meeting Topic: Congregational Retreat Promo and GA Promo

3. Choir Facilitation Plan: Triad leadership: Chris Bauerle will lead Sunday AM Choir practice and performance when he can be here. Norma Bailey will lead Choir practice on Wed nights at 7 PM and Sundays when Chris cannot be here. Norma will also help select new music. Dawn will help with music selection as she needs it for worship.

4. UUFCM on Twitter: We now have a twitter account. Training next month.

Adjourned at 8:55 PM

Next Board Meeting will be Sunday, April 10, 2016 at UU Center at 6:30 PM

Minutes submitted by Vicki Chessin, secretary