

UUFCM Board of Trustees Meeting Minutes
August 14, 2016 at 6:34 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: Chris Bailey, Norma Bailey, Brigitte Bechtold, Vicki Chessin, Scott Daigle, Laura McBride, Annette Pratt, Janis Shinn, and Minister, Dawn Daniels. .

1. Light Chalice –Dawn shared “Reading for the Standing Committee” – Bless the Imperfect
2. Welcome and check in
3. Consent Agenda - accepted
 - Minutes of June 12, 2016 Board meeting – received (VEC)
 - Treasurer Report – received from Dave Macleod
 - Social Justice Coordinating Team Report – no meeting (Janis)
 - RE Team Report – no meeting (Scott)
 - Minister’s Report - received (Dawn)
 - Worship Team Report-blended into Minister Report (Vicki)
 - Congregational Life Ministry Report - received (Brigitte)
4. Discussion Agenda:
 - New business:
 1. Expectations of board service: Discussion of the Covenant
 2. Meeting time will continue to be 6:30 PM on the second Sunday of the month except for rare changes when needed:
 3. Board Meetings Schedule for 2016-2017: *Sunday
*Sept. 18th (Water ceremony). *Oct. 9th, *Nov 13th, (Nov 20th= Harvest Feast), *Dec 11th (Christmas tea), *Jan 15th, *Feb 12th, *March 12th, *April 9th, *May 7th, Annual Meeting May 21 (after Flower communion), *June 11
 4. Board Commissioning Date: set for Sept. 18th with photo op.
 5. Candidate for President-Elect: Vicki nominated Norma Bailey to fill the open position on the Board of President-Elect. The Board unanimously supported proposing Norma for election to position of President –Elect before the start of worship on September 18. If elected she can participate in the dedication planned for later in the service. Laura suggested reducing the term of service for President to two years by eliminating the position of Past-President. Past president would still be asked to serve as Stewardship Chairperson.
 6. Website Communications Task Force Discussion – After meeting with Susan Powers Dawn is suggesting changes with the website. We are integrating our social media within the website, but it needs to be more user friendly and up to date. Most often our

Website is the first contact for potential visitors and we can do better. Susan and Dawn are asking to work with someone who knows what is possible. Asking for people with Web skills or ideas to contact Dawn.

7. Then we will offer a member training on use of twitter and the Facebook page for interested congregants. Our internal Facebook group requires permission to join. Dawn, Kirsten and Susan are our administrators. Planning the Social media in-service for September.
8. The new Black Lives Matters banner design was presented. The Board unanimously supported the design.
 - a. A10 x 4 foot Vinyl Banner will be made with pockets top and bottom and side grommets. Kirsten will be asked to send a digital version to Vicki. She will ask about the pros and cons of slits for the wind. Vicki will get pricing locally.
 - b. Dawn plus one Board member will meet with local law enforcement about our intent and timing plans.
 - c. Mark Weir, handyman, will install temporary plywood to cover our stained glass.
 - d. Sept 25 service will be the dedication.
 - e. The Brigitte or Norma will ask at the Congregational Life Team meeting if someone will do a press release.
 - f. Consider inviting others.
9. Treasurer's items.
 - a. Contracts for Kristen, Dawn, and DRE coming. Laura is executing these.
 - b. These minutes officially reflect that we have approved Chris Bailey, as treasurer, and he has full financial signing authority for UUFCM. It was proposed by Chris, seconded by Vicki and passed unanimously that the Treasurer, any Assistant Treasurer and the President shall have full signing authority with each of our financial institutions. **We will alter the by-laws to indicate Treasurer, Assistant Treasurer and the President of the Board have signing authority with financial institutions.**
 - c. In the past Dave would attribute incoming donations to outstanding pledged amounts from the previous fiscal year until they were paid off unless the member specified otherwise. The statements sent would indicate this to the contributor. The board would like this procedure continued. Strategically timed notices to the membership was discussed. This remains a work in progress.
 - d. The Treasurer shall share the fiscal year-end financial report with the congregation showing the approved Budget versus the 2015-2016 Year-End summary with a brief explanation of any significant disparities at the Fellowship Life Meeting on August 21.
 - e. People who went to GA in June still need to be reimbursed by the Treasurer.
10. Audio visual needs are to be investigated – Our current projector is no longer operational. Dawn has seen a video screen on a movable mount that is attached to a lap top. Considering a video screen with a computer and a remote keyboard. It might be mounted on the wall to the left of the stage. This opens many possibilities for worship and forums. We would also need a portable projector with screen for use in other rooms. Scott and Dawn will look into options. Scott will be getting a booster for our current Wi-Fi router to improve the signal in the sanctuary.
5. Old Business:
 1. Review website updates by liaisons/teams – Go back to teams and ask them to update the portions of the Website that pertain to their work. Changes can be sent to Kirsten.

2. Endowment and Legacy follow up –postponed to September meeting - Scott
3. What is the best way to get in touch with each person? Most want Emails but text Janis that she needs to check her Email.
6. Updates/ Announcements: Board tickler for August and September:
 1. When people leave the Board we create a name plate in a hymnal with their dates of service and role. Need one for Carol Rard and Dave Macleod. Annette will do that.
 2. Hold a vote for president-elect before worship within the announcements. Then the dedication can include Norma.
 3. August Fellowship Life Meeting: Chris will do year-end report. Show and discuss the plans for our BLM banner, discuss the Picnic following the Water Service on Sept 18 and discuss Youth RE sign-up planned for September 18.
 4. Ask each team to delineate their goals for the year. Do calendar planning and share.
 5. Gisela is willing to continue serving as our contact person for rental requests at the UU Center again this year. Thank you, Gisela.
 6. Board gets update on membership changes from membership chairperson to vote on status changes before the next count is sent to UUA. Gisela will continue to monitor membership.
 4. Fellowship Life Meeting Topics for August 21, 2016: Fellowship Life Meeting: Thank former board members for service/book presentation: Annette. Explain the upcoming vote for President-Elect notifying the congregation before the Sept 18 election.

Meeting adjourned at 8:45PM

Next Board Meeting is Sept 18, 2016 at 6:30 PM at the UU Center.

Respectfully submitted by Vicki Chessin, secretary.