

UUFCM Board Meeting  
December 13, 2020 @1:00 P.M.  
Agenda

Proposed DRAFT

Present: Guy Newland, Carol Rard, Terrie Robbie, Jennifer Davis, Norma Bailey, Elaine Emerick, Aaron Jones, Mel Bailey, Andrew Frantz

*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:

1. Be prompt, prepared, present, and to participate.
2. Communicate respectfully; all will be heard and we will seek consensus.
3. Use discretion in communications beyond the Board.
4. 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.

1. Chalice Lighting—Guy
2. Check in and Welcome to new Secretary Elaine Emerick
3. Visitor comment
  - a. No visitors
4. Minutes of November 8 and December 6
  - a. Approved
5. Treasurer's time
  - a. About halfway through the year, we are 1/3rd of our way to having our pledges fulfilled.
  - b. In terms of needs for next year, we need to add to the budget the cost of constructing a new website for the fellowship.
  - c. \$25,000 out of our Mercantile bank account to put into Edward Jones
  - d. Need to make arrangements to receive donation in name of Vicki Chessin.
  - e. January will send the tax forms.
  - f. Perhaps-invest in a microphone for Beth Macleod for music while we are virtual (\$300).
    - a. Referred to Worship team.
6. Reports—questions or concerns?
  - a. Minister's report
  - b. Worship Team report
  - c. Coordinating Team report
  - d. Building Team reports (two)
  - e. Communications Team
  - f. RE Team report
  - g. Social Justice Coordinating Team reports (two)
  - h. Committee on Shared Ministry report
  - i. Coronavirus Task Force minutes
  - j. DRE contract (Mel)-
    - a. Kendra's contract lasts until Jan 10. Having interviews (4) this week.
    - b. Start new contract Jan 1st.
      - Is it ok that it is an overlap? Allows Kendra to train.
    - c. Moved and seconded (Rard/M. Bailey) to allow DRE contracts to overlap for first 10 days of 2021. Approved.
  - k. Drew- Minister's Discretionary fund getting low.

- Norma- Social Justice Coordinating Team could handle this.
    - a. Delegated to the Social Justice team.
7. Old Business
    - a. Stewardship Committee in place
      - Guy, Carol, Jessica J., Gisela, and Mary Alsager are on the team.
      - Working on goals, modifying Stewardship Drive (letters, small zoom groups). Same theme as last year.
    - b. Healthy Meetings session with Hancock update (Newland).
      - For the organizers of chairs/leaders of meetings.
      - Carolyn will start in January/February
  8. New business
    - a. Should Board policies (such as rental policy, policy on disruptive behavior) be posted on website? Password protected?
      - Guy and Norma will sort through policies and decide which ones should be public.
    - b. Directory : vulnerable to scam artists.
      - Could it be a virtual document that is shared?
      - Should we have a stronger password, that only members know? With a gate-keeper?
      - Or: Go back to the printed version only?
      - Do we need a more secure password? (refer details to Communications).
    - c. What numbers go into the budget for DRE and administrative assistant?
      - Pay rate.
        - a. Start at \$15 with an increase to \$17 if they are doing a reasonable job.
        - b. Moved (M.Bailey/Rard)-that we approve to contract our incoming DRE from Jan 1 through 12-31-2021, with a set number of hours to be distributed as per the needs of the candidate, with a midyear evaluation with the option of a dismissal. Motion carried.
        - c. Without at present changing Kirsten's contract, we will budget \$7500 to pay her next fiscal year. Drew will discuss with her whether, going forward, she would prefer to be a salaried or hourly.
    - d. Moved and seconded (N.Bailey/Jones) to approve recommendations of COVID task force to stop allowing small gatherings in the building.
      - Motion carried.
    - e. Fellowship life topics:
      - Guy will cover for Drew as an emergency contact person during Drew's week-long year-end vacation.
      - Drew should make contact with other ministers to cover when he is out.
      - Remind people of Jan 23 retreat. Update people on building use rules. Mention that proposed bylaw changes are due to Guy by 12/31 and that tax information will be coming in January.
  9. Search committee report (oral, from Norma and Guy).
    - a. All Congregation Retreat on Jan 23, about 2 hours, followed by a secret electronic ballot on calling a settled minister. to have a conversation about the search. An 80% positive vote needed to call per Bylaws.
    - b. Discussions at retreat in a small group on needs of congregation and whether the candidate recommended by the Search Committee is a good fit.
    - c. Board members will call membership in January to remind and encourage attendance.
    - d. Moved and seconded (Rard/M.Bailey) to accept evaluation draft of Drew, written by Norma and Jen as the board's evaluation of Drew.
    - e. What numbers go into the budget for the minister 's salary?
      - Moved and seconded (Rard/Jones) to put into budget a salary of \$60,465 for Drew for next fiscal year. Motion carried.
  10. Visitor comments--none
  11. Ticker review (December/January)

- a. Terrie will ask Dave Macleod to help with review of insurance on our building.
- b. Drew will do evaluations of Kirsten and Kendra, the latter being an exit interview.
- c. In January, publicly announce the openings of the board so members can contact the president or chair of the nominating committee, if they are interested in being considered.