

UUFCM Board Meeting
December 12, 2021
Draft Minutes

Members Present: Norma Bailey, Guy Newland, Jen Davis, Terrie Robbie, Elaine Emerick, Drew Frantz, Cynthia Damer, Jodi Fisher, Stacey Pattison

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 prompt, prepared, present, 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
- Keep confidential the details of Board discussions held in closed session

UUFCM Mission Statement

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

1. Chalice Lighting—Norma
2. Check in and welcome
3. Visitor comment
4. Minutes of November 14
 - a. Cynthia moved to approve the November 14, 2021 minutes as presented, Jodi seconded. Motion carried.
5. Treasurer's time
 - a. The City will be removing two trees on Wisconsin Street in the spring to widen sidewalks. The Building Team will contact the city to find out if they will provide replacements.
 - b. We will include the Anniversary Team budget needs under Miscellaneous line item in the budget.
6. Reports—questions or concerns?
 - a. Minister's report
 - i. Kirsten would be considered an independent contractor based on the guidelines from the UUA financial office.
 - ii. Jakobe should be considered an employee; we will get further clarification from Jan Gartner of the UUA financial office.
 - b. Worship Team – no report
 - c. Coordinating Team report
 - d. Youth RE Team - no report
 - e. Building, Grounds and Safety Team report
 - f. Social Justice Coordinating Team report – no report
 - g. Communications Coordinating Team report
 - h. Adult RE Committee – no report

- i. Shared Ministry Team report – no report
 - j. Reopening Task Force/Coronavirus Task Force report – see New Business
7. Old Business
- a. Approval of Shared Ministry Team recommendation of team size, terms and process – The team is meeting Tuesday, December 14, and Drew will follow up on this item as well as get clarification regarding their request about regular announcement to the congregation of Drew's ministerial duties.
 - b. Purchase a new UUFCM banner (Stacey)
 - i. Jodi moved that the UUFCM Board accept the design provided by Stacey and approve the purchase of the new banner, based on Daniel's expertise, Guy seconded. Motion carried.
 - c. Congregation survey about activities/events (Elaine)
 - i. Elaine will attend the CT team meeting in January to present the findings of the survey to discuss the need for more data or the direction of the findings.
 - ii. Drew will look closer at the data to determine what direction to take for religious-focused services.
 - d. Board's budget request for Finance Team
 - iii. Norma shared the proposed Board changes from the subcommittee, and Terrie will take these to the Finance Team. We will need to get the Youth RE changes and their recommendation for Jakobe's contract.
 - e. Salary packages – minister and administrative assistant
 - i. Guy moved that we increase the base salary 3% for the 2022-2023 for Drew, Jodi seconded. Motion carried.
 - ii. Jennifer Davis is checking to see if there is a possibility to offer cash in lieu of health insurance if MPPS offers this option and if Drew would be interested.
 - f. DRE contract - postponed
 - g. Finalize membership of Stewardship Committee (Guy)
 - i. Matthew Emerick has agreed to join the Stewardship Committee.
8. New business
- a. Discussion of use of minister's discretionary fund – We clarified that the discretionary fund is to be used for people in the local area.
 - b. Need new person for REMIND or other app for cancellations – Norma will check with Laura to see how we might be able to get that service updated.
 - c. Sign up for serving as Board representative at worship services – Each of us signed up for three Sundays by the end of our year (June 30).
 - d. Discussion of COVID decisions -
 - December 18 – hybrid and no need to sign up
 - December 24 – Christmas Eve service
 - o Guy moved to approve that Drew hold the December 24th service outside, unlimited number of people, families welcome,

singing allowed, no physical contact, masks required, Jodi seconded. Motion carried.

- Virtual services only for January 2 and 9
 - o Cynthia moved to approve that services on January 2 and 9 be held virtually, Stacey seconded. Motion carried.
 - COVID Task Force meetings and Board decisions schedule
 - o The Task Force will meet the first and third weeks of the month to analyze the COVID data and make recommendations to the Board. Thus, the Board members are asked to put a tentative Emergency Board Meeting date for 4th Sundays of every month on their calendars.
 - Grant power to Drew to make COVID decisions – Drew may unilaterally change a service to only virtual if he feels it is beneficial for his and worship assistants' well-being.
 - e. Request from Shared Ministry Team regarding announcing Drew's ministerial activities monthly (postponed)
 - f. Set budget hearing for February 20
 - g. Discuss proposed membership of the Nominating Committee – Cynthia agreed to be the Board member on the Nominating Committee. Guy, as chair, will contact Victoria Sladek, Mel Bailey, Mary Alsager, and Kevin Daum to see who might serve as the non-Board member.
 - h. Develop plan for congregational retreat on January 22
 - i. After much discussion, we decided to not vote on the 8th principle at the retreat, neither to adopt it for UUFCM nor to instruct our GA delegates how to vote in June. Rather, we will develop an informational session to let the congregation know what the 8th principle is and what pros and cons are being discussed. We will also use the retreat to generate ideas about how can we engage in anti-racism work as a congregation. Drew, Guy and Norma will meet to develop a plan.
 - i. Develop plan for minister's evaluation by Board
 - i. As we did last year, each Board member is asked to fill out the Evaluator Form for Drew's Renewal of Fellowship and submit it to Norma and Jennifer by December 23rd. They will compile the information into one voice from the Board and present it at the January Board meeting. The evaluation is due to the UUA by February 1.
9. Tickler review
- a. Liaisons – remind teams to update content on website
 - b. Liaisons – pictures of teams to Laura McBride
 - c. Liaisons – budget requests to Finance Team by December 15
10. Fellowship Life meeting – December 19 – COVID decisions, announce written suggestions for bylaws, new UUFCM banner, Christmas Eve service details, congregational retreat on January 22
11. Visitor comment