

## **UUFCM Board Meeting Minutes November 13th, 2022**

Present: Norma Bailey, Cynthia Damer, Drew Frantz, Stacey Pattison, Terri Robbie, Victoria Sladek, Penny Swart

### **1. Chalice Lighting–Stacey**

### **2. Check-in and welcome**

### **3. Minutes of October 9th and email motion for Edward Jones**

- a. The October 9th minutes were approved (Norma moved, Victoria seconded).
- b. The email motion for Edward Jones discussion was approved (Norma moved, Penny seconded).

### **4. Treasurer's time**

- a. Terrie reported that the checking account is below \$40,000 for the first time.
- b. Also we are taking in money at a lower rate than typical at this time in previous years.
- c. Terrie will send out reminders of how much they have donated in ½ the year.
- d. Norma suggested we put a reminder in the E-news.
- e. Terrie asked if we had followed up with Lane Powell. Drew will follow up again with Lane to establish contact.
- f. Terrie suggested we be more mindful of how we are spending money.

### **5. Reports—questions or concerns**

- a. Minister's report – report
- b. Worship Team - report
- c. Coordinating Team- report
- d. Youth RE Team – report
- e. Building, Grounds, and Safety Team – report
- f. Social Justice Coordinating Team - report
- g. Communications Coordinating Team -report
- h. Adult RE Committee- report
- i. Shared Ministry Team – 2 reports
- j. Coronavirus Task Force – 2 reports

### **7. Old Business**

- a. Chalice lighter process and grants (deferred until January)

- b. Proposal for the size of the board
  - i. Elimination of the past president position on the Board to reduce the size of the Board by one.
  - ii. Norma made changes to the bylaws to reflect this change.
  - iii. Cynthia moved to reduce the board by one by eliminating the past president position. Stacey seconded. The motion passed.
  - iv. We plan to have a congregational meeting to vote on the bylaws changes at the annual retreat.
- c. Hiring childcare/RE assistants- Norma/Drew
  - i. Hiring two new childcare workers to start November 20th
    - 1. Jolie Damer-Daigle as a childcare worker
    - 2. Katherine Stillson as the Nursery teacher
    - 3. Board needs to approve the hires
    - 4. Contracts
      - a. Hiring dates: November 13th- May 7th
      - b. Jolie- 2 hours a week and more if necessary for other events
      - c. Katherine - up to 4 hours a week
  - ii. RE Team needs to decide on what happens this summer.
  - iii. Norma moved to hire Katherine Stillson as Lead Nursery Teacher for up to 4 hours a week and Jolie Damer-Daigle for Nursery assistant for 2 hours a week, both as independent contractors from November 13th- May 7th, both at \$15/hr. Stacey seconded it. The motion passed.
  - iv. New hires will need to be trained before next week.
  - v. Norma proposed Drew as supervisor of both hires and will need to get in touch with the RE Team to get Katherine and Jolie trained.
  - vi. Talked about using paper timesheets at the building that are put in a folder for Terrie to pick up.
  - vii. Norma moved to have a policy that If there are no children, the two new hires will get paid for one hour. Victoria seconded. The motion passes.
- d. Norma suggested that the Board (subset) write a philosophy for supervision and that Drew write a philosophy and then we will come together to talk about how to work out any differences.
  - i. Norma, Stacey, and Terrie will work on this as a subset of the Board members
- e. Google Workspace - next steps (shared drives)
  - i. Terrie will make new shared drive for the RE Team
- f. Wheelchair access task force update (Cynthia, Jen Prout, Elaine)

## 8. New business

- a. Norma moved that we pay Brigitte Bechtold \$315 on November 27th as guest preacher. Victoria seconded it. The motion passed.
- b. Topics at January all congregation retreat
  - i. Discuss new language for Article II- bylaws, principles, and sources. This language will replace the principles. Two delegates from our fellowship will vote in '23 and '24 at the GA.
  - ii. We will also need to vote on the bylaws change- elimination of past president position
  - iii. Need a planning team for the Retreat
    - 1. in person and on zoom
    - 2. Norma volunteered to be on the committee
    - 3. She will ask Laura McBride, Guy Newland, Dave Macleod, Jim Dealing to join her
- c. Debbie Reid has asked to resign her position on the Board because of personal issues. Stacey will ask if she may like to take a leave for a few months.
- d. Review board goals 22-23. We reviewed the goals and realized that we are doing quite well with them already.
- e. Board Announcers at worship for December (sign up)- Board members will not be asked to be a board worship associate past December. We do need someone for December 25th.
- f. Need to prepare the board's budget and salary package requests for the finance team (Chris B., Dave M., Ricky C., and Terrie R.) by December 15th. Norma and Terrie will meet to put together the board budget and salary requests.
- g. Photo of board members- plan to take the photo at the December 11th meeting
- h. Develop a plan for the minister's evaluation by the board due (on February 1st)
  - i. Third evaluation of Drew as minister for the UUA
  - ii. The Board, the Shared Ministry, and Drew all fill out the same form.
  - iii. We ask that all members of the Board complete the form with ideas and then two people (Stacey and Norma) will work together to put all the ideas together to reflect everyone's voice.
  - iv. Forms will be given to Board members after Thanksgiving
- i. Generate names for the stewardship committee- Norma
  - i. Kirsten King, Darlene Ritchie, Amy Voegel, Mary Alsager
  - ii. Small meetings in people's living room
  - iii. Incentives for getting pledges in on time

**9. Tickler review:** Liaisons need to tell their teams to get budget requests to the finance team (Terrie ) by December 15th.

**10. Fellowship Life meeting** –November 20th Introduce RE hires, Share board goals