

Splinters from the Board

July 10, 2013

6:30 p.m. at the UU Center

Present: Vicki Chessin, Ricky Courlander, Scott Daigle, Laura McBride, Gisela Moffit, Grace Rollins, Janet Simon

1. Chalice lighted and reading by Gisela
2. Welcome and check in (Gisela)
3. Consent Agenda – Minutes of June meeting were approved as presented
4. Updates:
 - A. Employee Evaluations and contracts (Grace) – employee evaluations are done and contracts will be signed. (Kirsten, Nikki)
 - b. Member's Status change: Gisela will call Ricky to find out which members have not made a financial donation of record in the past year.
 - c. Hospitality chairs – Laura McBride and Norma will take this on together for now.
5. Worship Team report (Vicki) – attached. Working on liturgical calendar for next two months and plans for Lay Leader Teams, each team of 3-4 persons will be responsible for 3 -4 lay led services a year.
6. Treasurer's report (Ricky) - attached – Last quarter which is very like the Year Report that will be done when bank statement is here for June. We came within what was budgeted a year ago within a few dollars. Kudos to all.
7. RE committee report –no new report – meet next tomorrow night
8. Social action report (Norma) – no new report
9. Membership committee report (Gisela) – no new report
10. **Miscellaneous Reports**
 - Social Fun (Laura McBride) - no report
 - Building Manager (Tina Christie) - attached – New AC/Furnace is installed!
 - Publicity – No committee at present – special project still to be finished by Guy.
 - Communication Task force – Need to reform this committee
 - Transition Team (Norma) – attached – Joe arrives July 29. Has a place to live.
 - Caring Committee (Ricky for Mary Alsager) – there have been a few requests while Mary was gone. Grace and Ricky handled them.
11. **Old business –**
 - a. Dawn's sendoff went well although the video did not work past worship into the presentation of her gift. Vicki reported thus far we have collected enough to cover the cost of Dawn's gift plus \$157 cash which will put on a Visa Card. There may be more

to come. – (ultimately Congregation donations covered the gift and a \$500 gift card.)

b. Plans to help the congregation understand interim ministry will be the topic for the Fellowship Life meeting on July 28 at 11:45 AM. Another approach would be a dedicated insert in the OOS for July 21 and 28 and similar info put into the E news. Gisela will contact Norma to make sure that she is available to do these tasks on the changed date.

c. Accounting ledger reporting changes (Ricky) – will be keeping track of which budget item she is writing checks to so that each committee can know where they stand with spending from their own budget. Ricky will produce a reimbursement form that includes our address and tax id number to be used along with receipts to submit requests for reimbursement. She will report all line items at the November meeting each year as well as at year's end.

D. Laura McBride will be the second signature on the UUFCM checkbook and bank deposits. This still needs to be done.

e. Employee assessment tool and develop new contracts – Scott agreed to organize a task force to include Laura (she will “doodle” dates to meet) and Norma Bailey to work on new contracts and employee assessment tools.

12. New business –

A. Reports from GA (Laura, Vicki, Gisela) – consider taking the offering before the children leave. Each board member was reminded of Nana's advice that they always try to put something in the collection plate to promote a culture of regular giving. It was suggested we report monthly the income and expenses of the congregation. Consider a pie chart on what percentage of pledges have been collected, and of how pledges are covering expenses so people understand the finances better. Give numbers of what comes in and goes out each month in the E news. Another consideration concerned the suggestion of having a monthly “Affirmation Sunday” where a member shares with the congregation how the fellowship has transformed his/her life.

b. Distribution and explanation of new Board policy hand books – need to be read before the Board Retreat in August by all members.

c. Liaison assignments to the 5 standing committees for Board members 2013-2014 year: Administrative: Janet Simon, Worship Committee: Vicki Chessin, Youth and Adult Religious Education: Scott Daigle, Membership: includes Social fun, Membership and Caring Committee) Laura McBride, Social Justice: Grace Rollins

d. Discussion of informal “Meet & Greet” with Joe at a potluck on Tues. Aug. 6 at 6 p.m. at the Center with members of the Worship Committee and Board. Signed up for food circulated.

e. Discussion of Annual Board Retreat on August 10 from 9 – 4 at Gisela's house. We will ask Joe to address growth: personal, congregational and in the area of social justice. We will share the tape from GA that contains a Lay and Professional Leadership building workshop and see if he thinks any of it would be helpful. We will ask him to discuss leading the congregation in revisiting our Mission. We would like to discuss expectations he has of us and we might have of him.

The fiduciary responsibility of a board will be reviewed by each member prior to the retreat by watching an archived program we saw last year. Grace will send it to each board member. The Handbook should also be read.

After lunch we will have a business meeting.

f. Changes for hospitality – Hospitality will experiment with changes at coffee hour.

g. Date for Silent Auction: set for Saturday, October 19, 2013. Gisela, Norma and Vicki

will again organize this event.

h. Board Tickler for July – Need new committees and chairs – Volunteer Fair needs to be planned for the end of August or early September after worship on a Sunday.

No change in entry code for the door at this time.

Update to the Directory will be done by Gisela with Kirsten upon Kirsten's return.

Update web site – Gisela will get new information about the Board to Kirsten. Norma will need to provide new information about Rev. Joe for our website.

Set dates for special events (Garage sale every other summer- Summer 2015 next, Harvest Feast = the Sunday before Thanksgiving, Holiday tea tbd in December, Service and Silent auction set this year for Saturday, October 19, 2013.)

I. Fellowship Life meeting changed to July 28th after worship –prepare for an Interim minister – Norma as chair of the Interim Task Force

j. Safety planning Webinar (Grace/ deferred)

K. Membership Webinar (Gisela/ deferred)

l. Weapons in places of Worship (all/deferred) – issues include safety of children in RE and child care of other kinds, weapons, congregational awareness of our AED, Epipens, etc.

Meeting adjourned at 9 PM.

Next Board Meeting will be the Annual Board Retreat Saturday, August 10 from 9AM to 4 PM at Gisela Moffit's home.

Respectfully submitted by Vicki Chessin, secretary