

Aug 2017 - Board Meeting (29 Aug 2017)

Note: All Board Docs located in [this UUCP Board Docs Google Drive](#).

Meeting Roles - Please add your name next to the area you'd like to volunteer for

| Item | Volunteer Name | Item | Volunteer Name |
|---------------|----------------------|-----------------|----------------|
| Social | Vince | Reading/Chalice | Tony |
| Check in | Vince (or volunteer) | Process | Mary |
| Timekeeper | Karin | Tech | Rajeev |
| Huddle Master | Jim | Horizons Author | Karin |

| Our Vision | Our Mission |
|---|---|
| To be a spiritual community for our time <ul style="list-style-type: none"> · Theologically diverse · Radically inclusive · Justice centered | Welcoming all in building religious community, called to share journeys, grow in spirit, advance justice. |

Attending

| Present | BOT Name | Present | BOT Name |
|---------|-----------------------------------|---------|------------------------------|
| x | Jim Allen (Treasurer) | x | Vince Waldron (President) |
| x | Rajeev Arora (At-Large) | x | Ceyshe' Napa (Secretary) |
| x | Mary Dawes (At-Large) (Secretary) | x | Karin Quinn (Vice President) |
| x | Katie Quinn (Youth) | | Tony Banegas (At-Large) |
| x | Margret O'Neill (Lead Minister) | x | Sarah Moore (At-Large) |
| | TBD (Youth) | | |

Agenda

| Expected Start time | Minutes Allocated | Topic Name and Details |
|---------------------|-------------------|------------------------|
| 6.00PM | 30 | Social |

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| 6.30PM | 5 | Check-in |
| 6.35PM | 5 | Reading & Chalice - Follow with Chimes & Silence |
| 6.40PM | 5 | Review Agenda |
| 6.45PM | 5 | Guest Comments - Welcome guests and invite their comments now. Guests may stay and observe the remainder of meeting. |
| 6.50PM | 5 | <p>Consent Agenda Topics</p> <ul style="list-style-type: none"> ● Accept Lead Minister Report ● Accept Financial Reports: June and July (emailed 8/18 by Heidi) ● Approve Epcor Water company task force (Terry, Smoot, Dale) <ul style="list-style-type: none"> ○ See Vince's email of 7/27 ● Approve BOT Meeting Minutes-June ● Approve June congregation meeting minutes ● Approve Sky Williams ministerial sponsorship ● Authorize team to plan retreat ● (Re)authorize checking account signers: Jim Allen, Margret O'Neill, Vince Waldron <p>Karin moved to approve, Tony seconded; motion approved.</p> |
| 6.55PM | 15 | <p>Discussion: Capital Campaign</p> <ul style="list-style-type: none"> ● Duke Plattner will update us on the construction plan/schedule <ul style="list-style-type: none"> ○ Construction drawings still being made ○ Good feedback from Town of Paradise Valley on plans ○ Robert R. Porter is the contractor ○ Construction may start before end of calendar year, unsure of groundbreaking date ○ UUCP has funds for: Sanctuary and building HVAC, to pave the NW parking lot, to pave the entrance from 40th Place, grade access to Dedication Garden, and redesigned steps/ramp to front door to improve entrance and visibility ○ Not funded (\$300K) is Part II: Shade canopy and kids area ○ The designer is gathering ideas to bring to the Board for the Memorial Garden ● Update on Fall mini-campaign to close the funding gap <ul style="list-style-type: none"> ○ \$300,000 still needs to be raised ○ 10/15 Fundraising kick-off ○ Congregation might need to borrow if short of goal ● Identify board role in supporting campaign <p>Jim motioned to support the mini-campaign to complete construction funds gap of approximately \$300,000 and to authorize Rev. Margret to form a team that will start the fall 2017 mini-campaign; Mary seconded; Motion approved.</p> |
| 7:10PM | 30 | Discussion: Transition plan (see Margret's email of 8/19) |

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| | | <ul style="list-style-type: none"> ● Discussion of transition tasks and timeframes (see Margret’s email) <ul style="list-style-type: none"> ○ 2018 January - Form a Search Committee (see Rev. Margret’s timeline) of 7 members elected by the Congregation ○ Search Committee selects one candidate to meet the congregation and the congregation makes a “yes/no” vote ○ Search Committee members DO NOT serve anywhere else in the congregation as the search process is very involved ○ UUCP will use the UUA Nominating Search Committee Process; Possible Outreach = Call each household to create a base list for the nomination process ○ BoT will approves the search and the committee is responsible for the minister contract <p>Vince motioned to authorize Rev. Margret to initiate a 2-year process as outlined with a search committee to be formed spring 2018; Sarah seconded; Motion approved.</p> <ul style="list-style-type: none"> ○ Transition Team - BoT to create a ranked list for Rev. Margret and Vince ○ Karin and Mary volunteer to help Rev. Margret on Transition Team next steps <p>Vince motioned to authorize Rev. Margret to initiate a Transition Team from names generated at August BoT meeting; Mary seconded; Motion approved</p> <ul style="list-style-type: none"> ● Consider implications for staffing (e.g., assistant minister) ● Expected Actions: vote on the tasks/timeframe |
| 7:40PM | 15 | <p>Discussion: Transition team members(see Margret’s email of 8/20)</p> <ul style="list-style-type: none"> ● Transition Team = 5-7 people - Not BoT members. <ul style="list-style-type: none"> ○ Timeframe for Transition team - Term of Interim Minister ● Expected outcome: <ul style="list-style-type: none"> ○ Generate list of potential members (diverse, representative) ○ Vote to authorize Margret (and officers?) to choose final list |
| 7:55PM | 5 | <p>Update from retreat planning team</p> <ul style="list-style-type: none"> ● Location: Rajeev’s workplace - Will send out information ● Sam Kirkland will do team building ● Retreat Team: Tony (on servant leadership approach), Rev. Margret, Rejeev, and Vinc ● What are the ends and get everyone up to speed ● Finalize retreat agenda at GWG |
| New item | ? | <p>Innovation fund</p> <ul style="list-style-type: none"> ● Rev. Margret gifted a \$1,900 check from Unitarian Universalist Society of Schenectady to benefit the activities of UUCP during this transitional time |

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| | | Rajeev motioned to authorize the BoT to accept the Innovation Fund check from Schenectady (\$1,900) into a restricted bank account for UUCP that is administered by the Lead Minister; Tony seconded; Motion approved. |
| 8:00PM | 5 | Suggest Next Month's GWG/Board Agenda items <ul style="list-style-type: none"> ● GWG: <ul style="list-style-type: none"> ○ Finalize Board retreat ○ Review Board Work Tasks for September ● BoT Discussion (action/owner?): <ul style="list-style-type: none"> ○ Finalize Retreat Agenda with input from Retreat planning team. |
| 8:05PM | 5 | Review Owners / Due Dates / Actions (Captured here during the meeting) <ul style="list-style-type: none"> ● Action: Rev. Margret to assemble and email the drawings of what the building looks like post construction to BoT. ● Action: Karin and Mary to help Rev. Margret with the transition team selection ● Action: Rajeev to add Retreat location to calendar invite ● Action: Rev. Margret, Tony, Rajeev, Vince to plan the retreat agenda |
| 8:15 | 10 | Process Check / Checkout/volunteer for roles |
| 8:25 | 10 | Huddle |

Next Meeting Roles - Please add your name next to the area you'd like to volunteer for

| Item | Volunteer Name | Item | Volunteer Name |
|---------------|----------------|--|----------------|
| Social | Mary | Reading/Chalice | Sarah |
| Check in | Karin | Process | Jim |
| Timekeeper | Katie | Tech | Rajeev |
| Huddle Master | Rajeev | Horizons Author (Theme - Abundance, Rabbit - Due mid Oct, 500 word limit) | Vince |