

OCT 2017 - APPROVED Board Meeting (24 October)

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	Karin	Reading/Chalice	Ceyshe'
Check in	Mary	Process	Jim
Timekeeper	Sarah	Tech	Rajeev/Vince
Huddle Master	Vince	Horizons Author	Sarah

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)
	Rajeev Arora (At-Large)	X	Ceyshe' Napa (Secretary)
X	Mary Dawes (At-Large)	X	Karin Quinn (Vice President)
X	Katie Quinn (Youth)	X	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

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 (from Rev. Margret) ● Accept GWG summary (from Karen) ● Accept BOT Meeting Minutes-August (from Ceyshe') ● Accept BOT meeting minutes – September (from Ceyshe') ● Accept Financial report –From Heidi <p>Karin moved, Sarah seconded; Consent agenda items approved</p>
6.55PM	10	<p>Questions:</p> <ul style="list-style-type: none"> ● Should we plan a social gathering for the Board? <ul style="list-style-type: none"> ○ Ideas for a social activity for next meeting ● Are we satisfied with the pre-meeting “social time?” <ul style="list-style-type: none"> ○ Substantial time and financial investment ○ Poss a “social snack” <ul style="list-style-type: none"> ■ Make the social food more modest ■ Provide coffee, water ○ Does the social time have added value, or would you have an extra 30 mins to get to UUCP? ○ Poss create a “pot” for people to contribute funds and call for a volunteer to purchase and bring food to the meeting ○ Poss a potluck situation where people bring food ○ ACTION: Social volunteers will bring a modest snack, make coffee
7:05PM	10	<p>Action: Sex Offender Policy (already discussed at GWG)</p> <p>Motion to accept the Sex Offender Policy and add to the UUCP Board Policy Manual as an appendix. Mary motioned; Jim seconded; Motion approved.</p>
7:15PM	30	<p>Discussion: Discussion of Asst. Minister position; implications for budget and transition; hiring plan.</p> <p>Questions: Do we need an asst. minister or staff position? Will current budget projections hold up to support the position? Timeline? Process? Term of service? Search committee?</p>

		<ul style="list-style-type: none"> ● Having someone doing the pastoral care is an asset that allows a deeper understanding of pastoral care; Possibly add in the social justice coordination, small group ministry, and adult faith development (paired with small group ministry) ● Need to have stability throughout the transition and have an assistant minister to stay with a year of discernment as to whether it is a good fit for the team <ul style="list-style-type: none"> ○ The right candidate knows the situation and still wants to be UUCP’s assistant minister ● Search to go public in January, frame the open position as an assistant minister position then transition to an upper level staff position to keep hiring options open ● Go for full-time, open for an assistant minister, but open to a upper level professional staff position <p>Sarah motioned to authorize the minister to initiate the process of the search for a full time position that could be assistant minister or staff position, starting August 2018; Tony seconded; Motion approved.</p>
7:45PM	20	<p>Discussion: Ends feedback after 10/15 services (Karin/Mary/Sarah) Document: see summary email provided by Rev. Margret Expected outcome: Designate “next steps” such as discussing with staff prior to implementation plan, sharing with transition team, continued discussion at GWG)</p> <ul style="list-style-type: none"> ● BoT is very grateful to Karin, Mary, and Sarah for the work they did ● Rev. has drafted the ends and discuss with the staff on implementation; Goals will be brought to BoT in Nov; Targets/Metrics to BoT in January; Review on old ends (goals/metrics) early 2018
8:05PM	5	<p>Construction loan update (Jim) will report status of the loan</p> <ul style="list-style-type: none"> ● The construction process is moving forward, Vince signed the contract, need to give Rev. Margret authorization ● The goal is to start construction on the campus in December, as the first stage; General work continues during the holiday break when the school is not in session, focusing on the hallway HVAC ● Clarification: The “loan” is a line of credit not a lump sum <p>Jim motioned to authorize Rev. M to be the signatory for documents and contract issues on the capital campaign exceeding \$10,000; Karin seconds; Motion passed.</p>
8:10PM	5	<p>Stewardship calls update (Mary) Members report on thank you call progress</p>

		<ul style="list-style-type: none"> ● Overall positive experiences making stewardship calls ● Favorable comments about social justice actions at UUCP; one giver is not a member but gives to support the children and youth programs
8:15PM	5	<p>Suggest Next Month’s GWG/Board Agenda items</p> <ul style="list-style-type: none"> ● GWG: <ul style="list-style-type: none"> ○ Capital campaign status ○ Ends follow-up (Rev. Margret) ○ Stewardship calls update ○ From Workplan: Review minister's salary guidelines ○ Finish review of work plan ● BoT Discussion (action/owner?): <ul style="list-style-type: none"> ○ Revisit the transition process and board responsibility
8.20PM	5	<p>Review Owners / Due Dates / Actions (Captured during the meeting)</p> <ul style="list-style-type: none"> ● Policy update - Vince ● Ends/Goals follow-up - Rev. Margret ● Complete stewardship calls and record in spreadsheet
8:25	10	Process Check / Checkout/volunteer for roles
8:35	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	Vince	Reading/Chalice	Jim
Check in	Ceyshe'	Process	Sarah
Timekeeper	Tony	Tech	Rajeev
Huddle Master	Mary	Horizons Author	Sarah (Hope, 2nd Monday of November) Jim (Intention, 2nd Monday of December)