

**Minutes for JRUUC Board Meeting  
February 17, 2016**

**Time Keeper:** Doug    **Observer:** Kelly    **Opening Words:** Mary  
**Closing Words:** Virginia    **Check-In:** Charlie    **Minister of Delight:** Andy

1. Welcome, chalice lighting and opening words
2. Read Board/Minister Covenant, review roles, and adopt the agenda. Jeanne moved to adopt, Kelly second, unanimously approved
3. Check-In. What do you love to hate? That was fun.
4. Approve January Meeting Minutes. Mary moved acceptance. Charlie seconded. Approved unanimously
5. Consent Agenda: Please read ahead of time via email/no vote needed.
  - a. Building: Virginia
  - b. CPETF: Kelly/Barb
  - c. Finance Report: Jeanne
  - d. FUN(d)raising: Elaine
  - e. Kitchen: Charlie
  - f. Library: Andy
  - g. Membership: Andy
  - h. Operating Budget: Virginia
  - i. SJC: Kelly
  - j. Minister's Report: Karen
  - k. RE: Mary
  - l. Stewardship/Endowment: Barb
  - m. Worship: Doug
6. BOT Goal Focus Teams
  - a. Bylaws amendments team: (Jeanne, Barb, Elaine):
    - i. **Discussion and vote on recommended amendments to present to congregation.** Charlie suggests that we document the reasons behind the changes. Elaine nominated Charlie to write this document. It would be an expansion on the Summary document. Charlie moved to recommend these bylaws, with the edit below, to the congregation for discussion and vote at the May 2016 Congregational meeting. Elaine seconded. Approved unanimously. "Section VII.. 7.5 The president is responsible for the assignment of liaisons from the board to each committee."
    - ii. Karen suggested we have congregational forum(s) on bylaws before the Congregational meeting.
    - iii. We discussed whether the board or nominating committee chooses the endowment committee, based on feedback from the endowment forum held on January 24. Because the board has the fiduciary responsibility for the congregation, we decided to leave it as is, with the board selecting the nominating committee candidates. Either way is consistent with what we understand other U-U congregations do.
    - iv. Karen's response to reporting to Board by the Committee on Shared Ministry (COSM): "The minister's reports address in detail the ministries of the congregation. The COSM evaluation to the UUA addresses in detail the areas of my ministry, and is shared with the Board annually. As I move into Final Fellowship, the COSM's focus will widen into the ministries of the congregation, and reporting to the Board on this will evolve into coming

from the COSM. There is a confidential nature to our conversations, pertaining to my ministerial formation and journey.”

- b. Establish governance structure team **Vote on revised charge**: (Karen, Charlie). Jeanne moves acceptance as corrected by Charlie. Mary seconded. Approved unanimously.
- c. Policy development team updates:
  - i. Create charges and develop membership for committees and task forces, using previously researched resources (Andy). Andy encourages us to continue to update the spreadsheet he created. **Charlie will add governance and ministry charge approval.**
  - ii. Review and evaluate Covenant of Right Relations (Virginia, Doug) (Review at luncheon this Sun, 2/21 and Wed, 2/24.). Discussed the format of the meetings.
7. Policy & Procedures Binder update (Elaine). No update this month.
8. *Governance & Ministry* book distribution and reading assignment (Charlie): **Homework is to read Chapter 4.**
9. DRE Search Committee Update (Mary). The DRE job opening description is posted on our website and everywhere you can think of on the internet (religious and secular, nationwide and locally). Virginia will join the committee at a few of their meetings. The next meeting Mar. 1.
10. Denominational Conference Delegates: Regional Assembly (RA; Apr. 29 – May 1) and General Assembly (GA; June 22-26). (Virginia). Virginia, Mary, Charlie and Kelly are interested in going. Any JRUUC member can be a delegate. For GA, registration and housing open Mar. 1, 8 am Central. Register ASAP for housing even if you are just thinking about going.
11. Minister’s Discretionary Fund (Karen). She currently has access to the fund through a JRUUC debit card, or checks written by the office administrator. A lot of ministers use dedicated checking accounts in their name, so the minister can write the checks or use a dedicated debit card. Pros: potential for quick response; full confidentiality; different tracking for finance committee. Con: possible perception of no oversight. But in fact that is no change, as this account is already discretionary and confidential. The board would have to approve the creation of the account. Jeanne moves that we approve the creation of a separate checking account for the minister’s discretionary fund. Kelly seconds. Approved unanimously.
12. No-staff Huddle
13. Next Meeting **Wednesday, March 16, 630-800 pm** / Pick Roles -  
Time Keeper: Jeanne; Observer: Andy; Opening Words: Elaine;  
Closing Words: Kelly; Check-In: Mary; Minister of Delight: Charlie.
14. Sign Up for Board Rep at Services
15. Check Out: Process Observer. We went on quite a bit on some things but did not go over time much. We were a little delayed in starting. The check-in had some conversation but was kind of nice and humorous. We showed some emotions in the bylaws conversations, but these were resolved easily.
16. Closing Words & Adjournment