

**James Reeb Unitarian Universalist Congregation**  
**Board of Trustees meeting**  
**July 24, 2013**

**APPROVED MINUTES**

Present: Sarah Cook (Chair), John Koch, Kim Reain, Rachel Avery, Marla McFadden, Holly Anderson, Peggy Haack

6:30 PM Welcome, Chalice Lighting, Opening words provided by Sarah

6:33 PM Check-in question: what makes you come alive?

6:40 PM Reviewing roles

6:41 PM Discussion of Consent Agenda (including June 2013 meeting minutes)

6:47 PM Approved Consent Agenda (1<sup>st</sup> Marla, 2<sup>nd</sup> Holly, then approved)

6:48 PM Review board process and assignments

6:55 PM Assigned interim liaisons

7:02 PM Worship attendance, counting collection, mailboxes, check signing, and paperwork

7:15 PM Keys, locking up, policy manual

7:21 PM Discussion of Board Retreat (Aug. 24, 2013, 10 AM – 4 PM)

- The first part of the retreat will include committee chairs and will focus on leadership development
- The second part of the retreat will just be for the Board
- Location? Food? Rachel and Kim to follow up

7:28 PM A motion was approved that if there is surplus money in the budget, that up to \$250 may be used for food and beverages for the Board retreat in August 2013

7:31 PM Discussion of future Board meeting dates (2<sup>nd</sup> Wednesday for Sept/Oct 2013 and third Wednesday of the month thereafter?)

7:35 PM The Board approved that annual meeting minutes and approved meeting minutes may be posted to the JRUUC website

7:38 PM Cleaning our building

- Big Oak currently cleans the spaces they use
- JRUUC currently does not have a cleaning service
- Kim, Marla, Art (from the Board) and Mark Lydon will follow up on this issue. No further action from the Board is needed if a cleaning service can be paid for using the current budgeted funds. They will find out if the service that Big Oak uses can provide us an estimate on what it would cost to also clean the rest of the building.

7:49 PM Dec. 8, 2013 is set as the 20<sup>th</sup> Anniversary date for Charter Sunday

7:57 PM Process observations

7:59 PM Closing words

Action items:

Rachel will contact FUS concerning a space for the Board retreat and will provide meeting minutes for posting on the JRUUC website.

Kim will look into food for the Board retreat, and will find out about the cost of using the cleaning service that Big Oak currently employs.

Other dates to keep in mind: Reeb Rave (Nov. 9, 2013); Anniversary gala (Dec. 8, 2013); Holiday Fair (Dec. 15, 2013); Candidating week (tentatively for May 2-11, 2014)

Next Board meeting will be Sept. 11, 2013, 6:30-8:00 PM, JRUUC building

