

**James Reeb Unitarian Universalist Congregation
Board of Trustees meeting
February 19, 2014**

APPROVED MINUTES

Present: **Sarah Cook (Chair), Rev. Marlene Walker, Rachel Avery, Peggy Haack, Art Hackett, Charlie McNulty, Kim Reain, John Koch, Holly Anderson**

6:30 Welcome, chalice lighting, and opening words read by Art

6:32 Reviewing covenant, reviewing roles, and adopting the agenda

6:33 Check-in question, "What is your favorite summer activity?"

6:37 Consent agenda (minister's report from 2/19/2014) - voted to approve

6:38 Personnel policy - discussion of remaining points. John and Rachel will make the final few changes and provide a new version to the Board for inclusion in the Consent Agenda at the next Board meeting.

7:17 Cancellation procedures for services/events, presented by Peggy and Charlie. Peggy and Charlie will provide a new version for the Consent Agenda at the next Board meeting.

7:30 Delegate selection process for General Assembly and Regional Assembly. March newsletter will include an announcement that anyone interested in being a delegate should contact Sarah Cook for consideration prior to the March board meeting. Marlene and Sarah will work on the newsletter language.

7:36 Financial issues and requests

- JRUC is on target with current reserves. The reserves from income from Big Oak is pretty much spoken for at this point.
- Membership would like \$54 budget increase for note cards to newcomers. Approved.
- Religious Education (RE) furniture request and youth room furnishing. Approved.
 - The RE committee can decide how to allocate this among youth room furniture and other capital (furniture) expenses.
 - The \$360 in a Heartland Credit Union account for the youth group is to be spent or withdrawn immediately, for youth group use in reconfiguring the youth room, and the account is to be closed (any amount that may or may not be in that account is over and above the \$600 we are recommending from the Big Oak fund).
 - The RE committee and the youth group must bear in mind that, while we call one room "multi-purpose," all our rooms (except perhaps the nursery) have multiple uses and must be usable for adult committee meetings, adult classes, and miscellaneous rentals. Other than the minister's office, no entity has exclusive use of any space.
- Funds to upgrade the single bathroom to an improved gender-neutral bathroom, up to \$250. Approved.

7:59 PM Review of timetable for study group and budget recommendation to the Board

- March: Covenant/conflict/committee-on ministry group (Kim, Peggy, Marla)

- March: Preliminary budget (Sarah, Kim, then the Finance Committee to review)
- April: Governance/structure group (Holly, Art, Sarah)
- April: Final budget proposal (Sarah, Kim, Finance Committee)

8:00 PM Check-out: Process observations by Peggy

8:04 PM Closing words by Art and adjournment

Action Items

- Personnel policy - John and Rachel will make the final few changes and provide a new version to the Board for inclusion in the Consent Agenda at the next Board meeting.
- Cancellation procedures - Peggy and Charlie will provide a new version for the Consent Agenda at the next Board meeting.

Next meeting is March 19, 2014, 6:30-8:00 pm at JRUUC