

**Minutes for JRUUC Board Meeting  
November 18, 2015**

Time Keeper—Elaine                      Observer—Karen                      Opening Words—Virginia  
Closing Words—Andy                      Check-In—Jeanne                      Minister of Delight—Kelly.

Present: Virginia, Karen, Jeanne, Mary, Barb, Kelly, Charlie, Elaine, Andy.

1. Welcome, chalice lighting and opening words
2. Read BOT Covenant, Review roles, and adopt the agenda. The agenda was adopted in a unanimous vote.
3. Check-In. Give an example of a group that gives you a sense of belonging.
4. Approve October Meeting Minutes. Mary moved, Kelly seconded, minutes approved unanimously.
5. Consent Agenda: Please read ahead of time via email/no vote needed.

*Reminder: please write "committee" in subject header.*

*Reminder: All liaisons should share Committee budget information allotment and expenditures with the Committee Chairs.*

Pull the minister's report: allocate 1 minute to discuss. Is board good with Karen forming the anti-racism core team she discussed at the end of her report? The board supports creation of a team, and Karen will write charge for that team.

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|---------------------------|--------------------------------|
| a. Building: Virginia     | g. Minister's Report: Karen    |
| b. Finance Report: Jeanne | h. RE: Mary                    |
| c. FUN(d)raising: Elaine  | i. Reeb Rave: Charlie          |
| d. Library: Andy          | j. Stewardship/Endowment: Barb |
| e. Membership: Andy       | k. Worship: Doug               |
| f. SJC: Kelly             | l. Kitchen committee           |
6. Congregational Partnership Exploration Task Force Charge: (Kelly & Barb). Kelly and Barb met to write a charge for a task force to explore a partnership or relationship with another congregation. The draft charge goes beyond what is necessary in the initial stages. It will be revised to just take the initial steps of getting feedback from the congregation on whether to pursue this and what kind of relationship to pursue.
  7. BOT Goal Focus Teams
    - a. Bylaws amendments team update: (Jeanne, Barb, Elaine). Elaine has been looking at bylaws from the UUA and Prairie, FUS, and Oak park congregations. Elaine thinks we can just focus on things that are out of compliance right now and maybe in a few years rewrite completely. Barb is working with John Mathis from the endowment committee on some minor modifications related to that. They will get congregational and board feedback before doing more significant modifications.

- b. Establishing governance structure team update: (Karen, Charlie). A meeting is scheduled and homework assigned. One of tasks is to review the charge template
- c. Policy development team updates:
  - Create charges and develop membership for committees and task forces, using previously researched resources (Andy). Andy is discussing with membership on the need for a charge. The board liaisons will make contact with committees needing charges. Committees w/o charges are: Building committee; Finance; Fundraising; Library; Membership; RE; Kitchen Committee; For Reeb Rave, we will review the task force charge each year. Other groups should be encouraged to write a charge if desired. E.g., PJSs, worship, Movie night group.
  - Review and evaluate Covenant of Right Relations (Virginia, Doug). Virginia and Doug propose the following: During the first quarter of 2016, the board will hold at least two and possibly three World Café sessions at which members and friends will be encouraged to revisit, review and informally reaffirm the covenant. The sessions will be presented as opportunities to deepen our understanding of the covenant and to have meaningful discussions about it. Perhaps Rev. Karen could begin each session with a brief reminder of why we have a covenant. The board will prompt the discussion by providing a few questions to reflect on. Both the covenant and the questions would be widely available for review – in print, online, on the lobby bulletin board – in advance of the World Cafés. Although the purpose of the sessions would not necessarily be to bring an altered covenant to the congregation for a new vote, that potential would exist depending on feedback. The sessions would be held far enough in advance of the annual congregational meeting to allow for that option should the board make that call. The board agreed with this
- 8. Policy & Procedures Binder: Progress Report (Elaine). The committee spending policy is complete and up to date. The charge template was approved by the BOT on 3/18/15 with minor modifications to the draft. Elaine updated the handwritten modifications in a new word document.
- 9. DRE Search Committee update. Karen has been working on forming a search team, has selected a few members, and is looking for more. She is interested to include a youth member . Mary will be the board rep.
- 10. Chalice Lighter Grant update. The chalice lighter task force resubmitted an application a few days ago. Thank you to chair Terri Pepper and collaborators. Mary Wagner and John Mathis are Co-chalice lighter ambassadors. They are trying to determine how many JRUUC households are chalice lighters. The current information is inconsistent so they will investigate further.

11. Proposal from Virginia on reconnecting with lapsed members and friends. Should we have a system for doing this? A suggestion is a phone list that Karen could call and introduce herself to as the new minister. Use old directories to get a list of people. This is not about money so don't do this during the budget drive. In addition to lapsed members, how do we want to make new members and friends feel connected? Virginia will lead this effort.
12. Board gathering in January, probably on a Sat or Sun. We will do something fun.
13. No-staff Huddle. Minister exits left. We are glad they are having regular staff meetings. We decide to give her a standing ovation.
14. Next Meeting **Wednesday, December 16, 630-800pm** / Pick Roles -  
Time Keeper: Charlie. Observer: Andy. Opening Words: Doug.  
Closing Words: Kelly. Check-In: Mary. Minister of Delight: Virginia.
15. Check Out: Process Observer (Karen). The interactions felt easier and more relaxed this month than last. We gave each other space even while being a little behind. We had lots of flexibility with time and topics. We managed time really well.
16. Closing Words & Adjournment. 8 pm.