

James Reeb Unitarian Universalist Congregation
Board of Trustees meeting
October 30, 2013

APPROVED MINUTES

Present: Sarah Cook (Chair), Rev. Marlene Walker, John Koch, Kim Reain, Rachel Avery, Marla McFadden, Holly Anderson, Peggy Haack, Art Hackett (guests Carin Bringelson and Beth Esser)

6:30 PM Welcome, chalice lighting, opening words (read by Marla)

6:32 PM Review of roles and adopting the agenda

6:33 PM Check-in question, "What are you doing to get ready for winter?"

6:36 PM Consent agenda (including meeting minutes from September 2013 meeting, minister's report, religious education meeting minutes, update on computers and Big Oak and background for Dec. 8, 2013 planning) was approved

6:36 PM Beth and Carin from the Stewardship Team

- A \$10,000 donation to start an endowment has been offered, if it can be processed by the end of 2013
- The Stewardship Team is recommending the money go into UUCEF (Unitarian Universalist Common Endowment Fund)
- UUCEF is recommended because it represents responsible investing with a good rate of return, and we will not be responsible for monitoring the investment
- The next step would then be to form an Endowment Committee
- A motion to authorize the completion of the subscription agreement to UUCEF and the deposit of the \$10,000 gift was approved.

6:48 PM Board covenant (draft) presented to the Board by Marlene. It was approved with one addition (shown in **bold** below):

- Uphold the Congregational Covenant of Right Relations
- Maintain a supportive and positive attitude, mutual appreciation, and a "can do" spirit
- Assume best intentions
- Listen and respect different points of view
- Regular attendance, attentiveness and participation while knowing our own limits
- To respond in a timely manner to communications and to follow through on commitments
- Respect confidentiality
- Be transparent about the work of the Board
- To have fun - food and humor required
- **Speak with one voice about Board decisions**

6:53 PM Finance Committee discussion of previous meeting minutes

- Midwest Electric has provide an estimate of ~\$2,100 for lights under Reeb's front overhang for street-level lights for safety/security, new light fixture in the alleyway behind the building, and to add a dusk/dawn security light over the 4th St building entrance. The Board authorized up to \$2,400 for this work to proceed using Midwest Electric.
- We are seeing more furnace issues (will be keeping an eye on this)

7:03 PM Discussion of proposed Personnel Policy

- General language discussed in addition to specific sections of the document. Several clarifications are needed. The starting point was the document provided on the UUA website, but some changes may be needed.
- Action item - Board members will send comments to John and Rachel so that they can provide agenda items for the next meeting and eventually revise the document further

7:46 Sexually Healthy Congregations

- Marlene distributed a survey , "Congregational Assessment on Safe Congregations"

- Based on this survey, we are missing many items
 - Marlene will discuss this more and will also preach about this issue at an upcoming service
- 7:55 PM Dec. 8, 2013 gala
- Worship service (Marlene will be a part of this)
 - Cake for celebration (funds of \$125 can be used for this)
 - Invite charter members, kids and also some people from FUS and Prairie
 - For those who can't attend, some may be asked to provide a written message to be read at the service or celebration
 - What stories do we want to tell? Tenney, t-shirt factory, feng shui, remodeling
 - Peggy, Mary, Kim, and Chuck are working on worship/program/involving kids
 - John and Holly are helping to organize the potluck
 - Marla, Art, and Rachel will work on outreach/invitations
- 8:10 PM Discussion of filling open spot on Board left by Joanne leaving the Board. Sarah Cook will make phone calls to fill this spot.
- 8:20 PM Process observations (Rachel)
- 8:21 PM Closing words read by Marla

Action items:

Send comments on Personnel Policy to John and Rachel

As listed above, the Dec. 8 gala has several action items

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

Next Board meeting will be Nov. 20, 2013, 6:30-8:00 PM, JRUUC building