

## MINUTES - BOARD MEETING

July 26, 2017 7:00 PM

Board Members Present: Sarah McNeill, Kristin Zebrowski, Nancy Sumners, Renee Mendola, Christine Prado, Scott Jaeschke, Terre Balof, Larry Fredendall

Staff Present: N/A

Member present: Sarah Jaeschke

Guest: N/A

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Check in and Opening Words – Sarah

### **Move to approve the June minutes.**

- Motion: Scott
- Second: Christine
- Approval: Unanimous

Member Communications- Sarah Jaeschke

- October fundraising is ramping up. A Stewardship day is planned for October 22<sup>nd</sup> (Sunday).
- Requests 3-4 specific measurable goals from the Board. Also need the completed 2018 budget for stewardship planning.
- Wants the Board to be positive and upbeat, asked the Board members to be the first to pledge, preferably at the transformational level.

Council of Committees- Christine

- Committee reports are coming in on a monthly basis.
- Planning is ongoing for the August 26<sup>th</sup> work day. There will be 3 Leyland cypress trees left to cut, and there will be a list tasks to complete (both indoor and outdoor). Several tables will be set up with volunteer information and refreshments will be served.
- Tom, Meg, and Christine will meet again on August 9<sup>th</sup> to further discuss the event.

Personnel- Renee

- The committee is working on evaluation criteria for Elaine, Theresa, and Becky. The evaluations will be sent to the Board by email/link tomorrow.
- Would like for the Board goals to mesh with the personnel goals.

#### Minister's Report- Terre

- Mike Hammig made 4 offering bowls of various sizes, made from 4 different types of wood. They look wonderful!
- Elizabeth and Becky are cross training with Jeannine this week.
- Eclipse party planning is ongoing.
- Peace Congregation is moving out, propose having the music program use the Peace Congregation room after they move out.

#### Finance Report- Larry

- Total receipts to date are down \$14,848.66 from this time last year. Cash reserve dropped from \$39,828 to \$36,790 (which is normal for the summer), leaving 1.8 months of cash in reserves.
- Fundraising is ongoing. The auction had a record year (thanks Petra!) and souper suppers will start back in the fall.
- Discussed switching phones from land lines to VOIP, will discuss further.
- There is a projected deficit of \$8600 this year. Discussed taking money from UUA Fair Share pledge and/or taking \$5940 from Grounds Maintenance. Larry will notify UUA of the possibility.
- Entered into a lengthy discussion regarding the purchase of a replacement AC unit for the sanctuary. Currently, there is \$12847.86 in the Building Fund to replace 1 or more AC units, depending on the bid price and SEER rating.
  - Units with higher SEER ratings provide increased efficiency (5% increase/one SEER rating increase), but also come at a significantly higher cost.
  - All new units will be more efficient than our current units.
  - Two of three requested bids have been received. No warranty information was provided by the bidders.
  - Based on these bids, there is money available to purchase one unit (SEER 16) or two units (SEER 14). Currently, only one unit is needed; however, the 4 remaining units are at the end of their life expectancy and will need to be replaced soon.
  - If one SEER 14 unit is purchased now, there will be money available in the Building fund to replace a second unit in the future if necessary.

Move to provide guidance to the Finance Committee to empower the purchase of an air conditioning unit and to consider these three factors: Cost, SEER efficiency, and Warranty/Maintenance contracts.

- Motion: Sarah
- Second: Nancy
- Approval: Unanimous

#### Old Business- Sarah

- The leadership training has been postponed.

#### New Business- Hiring Practices- KT

- Discussed the current UUFC hiring practices and how they can be improved. The goals are to get into compliance with the current policy and follow the UUA best management practices. Overall, we want a more equitable process in line with our values.
- According to the Board of Trustees policy, the Board has the authority to approve/veto new hires. Also, as per policy, all new applicants need to complete an application.
- The UUA agrees we need to better advertise new positions (in addition to word of mouth and our newsletter). This will help increase diversity.
- Recommended a task force to look at hiring practices with the goal of having a report by October when regional leaders will be on site.
- Sarah will reach out to Del to include this issue in the policy updates. KT has agreed to join the policy committee.

#### Scott

- Nominating committee will meet tomorrow.
- Need a consensus on the final list of nominations.
- Plans to advertise available positions and educate members on the various job duties.
- Will send out formal draft of the 2018 goals by August 1<sup>st</sup>.

Reminder that UUA leaders will meet on October 7<sup>th</sup> for a planning session.

Benediction

**Adjourn: 9:00 PM**