

Unitarian Universalist Congregation of Grand Traverse
Board of Directors Meeting
October 21, 2014

Present: President, Marco Cabrera; Treasurer, Kay Sturgeon; Secretary, Jan Zerbel; Spiritual Leader, Rabbi Chava Bahle
Trustees: Richard Miller, Becky Somsel
Absent: Vice-President, Jerry Beasley; Trustee, Sally Mitchell
Guests: Karen Mars, Dottie Cain

Call to Order: 10 a.m.
Check-in
Chalice Lighting, Opening Words, Board Covenant recited

September Minutes -

Becky moved to approve. Richard seconded. passed unanimously

Additions or Changes to the Agenda -

Add discussion of when minutes should be published to business, to be discussed if time allows.

Consent Agenda: Staff Report, Finance Committee Reports

Chava - Is my report helpful? Marco - It's reciprocal, helps us to know how we can help you. Explanation of plans for Christmas Eve service at the State Theater.

Richard moved to accept Consent Agenda. Becky seconded. Passed unanimously

Officer/Trustee/Committee Reports

Facilities Committee reported on R.E. classroom partition. Richard reported that it took him 3 minutes to disassemble it Sunday so it should not be a problem for anyone to do.

Policy Committee - Kay discussed Special Purpose Funds #5 as an update to what is already in manual. This is a follow-up to July meeting discussion concerning use of specific excess funds. The Board asked for a policy recommendation at that time. Policy Committee recommends adding the following: "If funds are no longer needed for their original purpose *or has excess funds over and above the intended purpose*, the responsible party will direct the funds to the 'Miscellaneous Fundraising' operating line or another restricted fund."

Kay moved that the Board accept Financial Policy Special Purpose Funds #5 as presented Oct. 21. Seconded by Richard. Passed unanimously

Finance Committee Job Description - Kay reported that Treasurer and Finance Committee descriptions have been rewritten and that Leslie did the work on Business Administrator description. Now all consistent throughout the policy manual. Finance committee does not make financial decisions but makes recommendations to the Board. Kay moved that we approve finance committee description as presented Oct. 21. Janet seconded. Passed unanimously.

Personnel Committee Job Description -

Kay presented possible changes. Discussion followed of pros and cons of various combinations of membership representation on the committee while keeping the total number at 5 and whether Board representation is necessary. Chava expressed a sense that it would be good to have a Bd member for eyes and ears there and suggested a rotation of Board members. Discussion of pros and cons of that and other possibilities. This committee deals with sensitive issues.

Kay moved that we amend the personnel committee description to read "The Personnel committee shall consist of the Spiritual Leader, Business Administrator, one Board member and two members at large to be appointed by the Board with recommended staggered two year terms. The total membership will then be five. The committee will set its own meeting schedule with a recommended frequency of once each month with the understanding that events may require more or less frequent meetings. Activities will be reported monthly to the Board as part of the consent agenda." Richard seconded. Passed unanimously

New Definition of Positions for Board officers

Kay: Everything needs to be coordinated. Policy Committee looks at what needs to go together to make it consistent. With the Board choosing its own leaders, there is a need to know what jobs actually entail. Look at positions as a whole, i.e. how do they work together? Treasurer description is done but will be looked at again. Committees will be reviewed/revisited so they are all in sync.

Business

Update on greeter/usher status

Chava: Ushers come from membership committee and they have been the counters of collections. When amount of money increased dramatically, this became a burden. Chava drafted a counting procedure and Price responded. It's in process. Chava and Price ideas merged - Pastoral Care and Community Needs are beneficiaries. From them, 6 members to rotate responsibilities, to count on Mon. mornings.

Board members are asked to send Chava suggestions and include thoughts re what would make the job lovely.

Review Board Covenant - Shall we write it as part of the trustee description or allow editing and each new board re-evaluate. Marco: We now have 4 new people who were not involved in accepting the present covenant. How do we do this so that they feel invested? Kay reminded that Lisa Presley suggested each new Bd write their own, possibly at their retreat. Kay added that it can be a bonding opportunity. Discussion of how present one occurred. Could this be part of our retreat next month? Marco: possibly include covenant in new Board packets just as an example.

Possible Task Force for sharing our services -

Marco: Services are now recorded and available in library for check out but there are copyright issues. Found that there is no quick solution and what we're doing now is in non-compliance of copyright laws. Spoke with UUA person, and on this issue the contact person said she will work with UUA on this question.

Richard referred to an article in New Yorker about how this might apply to Internet. Discussion. Chava would like to live stream for Elk Rapids and Benzie. We have technical ability but copyright issue prevents it. Trying to be inclusive.

Becky and Chava will consult with various resources.

Ministerial Search Committee

Shall we officially offer them release from this call? Becky moves that with gratitude and appreciation for successful completion of its assigned task, the Board hereby dissolves the Ministerial Search Committee. Richard seconds. Passed unanimously

Committee on Ministry

Chava and Kay will confer.

Retreat update

Chava: Mostly for connecting and nurturing and fun. Welcomes suggestions from Board members. Nov. 8..times to follow.

How should we deal with mentoring of new Board members?

Jan suggested that reading Policy Manual is important for new members. Marco offered that knowing the direction of the Board would be helpful. Kay said an early retreat. Becky and Karen said that knowing more about our past would help. Chava is interested in exploring what skillsets are needed. This area of concern will be taken up at retreat.

Extinguish chalice and closing words. Richard read a Mary Oliver piece, "Percy and Books".

Closing words for November meeting - Kay

Next meeting - Tues., Nov. 18, 2014, 10 a.m. - 12 p.m.

Adjournment - 12:00

To be taken up at Nov. Bd. Mtg.

ADA compliance - Where to start.

Communications work group results - Create a committee?

When should minutes be posted

Respectfully submitted,
Janet Zerbel, sec'y