

UUCGT Board of Trustees Agenda
DATE: November 11, 2020 – 7:00 pm

Convene - Candle lighting and bell – Mary Anne

Check In - Two minutes per person

Opening words – Karl

Board Covenant - David

- Approval of Agenda – additions or deletions
- Consent Agenda
 - Minutes from October 14 meeting
 - Average Weekly Attendance Report for October
 - Financials (report by Treasurer - Karl)
- Old Business
 - To Do List – Judy
 - LDC report – Sandra McDonald
 - Congregational approval of the By Law changes (how are we going to do this?) – Tom
 - Tech help for those who need it – Chris Lautz has volunteered to do this
 - Debrief from Retreat
 - Tom’s article for the Beacon
 - Suggested Goals and Vision
 - Committee Clean Up
 - Search Team Report – Jan
 - Website Development – Cathy and Charles Brackett
- Minister’s Report – Rev. Cathy
- New Business
 - Stewardship Committee – Mary Anne and Karl
 - Minister’s contract framework – Rev. Cathy
 - Beginning conversations re; reopening our church

Public Comment

Closing Words - Rev. Cathy

Adjournment

Next meeting; December 9, 2020

UUCGT Board of Trustees MINUTES

Wednesday, October 14, 2020 – 7:00 pm

Convene - Candle lighting and bell

Check In - Two minutes per person

Opening words – Tom

Board Covenant - Recite and comment on “To communicate openly, even when a topic is difficult”

1. Approval of Agenda – additions or deletions
 - LDC report likely postponed since did not hear from Mary Grover
 - Moved Financials from Consent agenda to Old Business
2. Consent Agenda **MOTION TO APPROVE PASSED**
 - Minutes from September 9th meeting
 - Average Weekly Attendance Report for September
3. Old Business
 - Financials (report by Treasurer - Karl)
 - Congregant to donate stock, hence new brokerage account needed below
 - Donor from last year doubled donation
 - Donate \$650 to pay for Board Retreat
 - Buddhist group paid rent through end of year
 - PPP: have 2 years to file for forgiveness; if less than \$50K use the EZ Form
 - New salary for minister recommendation: \$72,000 and \$85,000
 - **MOTION TO APPROVE PASSED**
 - Proposed minister contract framework will be discussed at Nov meeting
 - Approved by Staff Resources this week
 - To Do List – Judy
 - Beacon Nov: topic will be Board Retreat learnings by Tom
 - Judy: send Guy the packet
 - Cathy: Add a Members only site with Board Packet
 - Proposed Team: Chris Lautz, Charles to work with Guy
 - Jolynn has limited time available
 - If needed, pursue professional development lead with finance team
 - Board retreat – Cathy
 - Adjusted for additional topic(s) that may arise, to end at 3pm
 - Accountant position report
 - Plan to meet next week for Glenda to train Guy for this position
 - Cathy working on weekly schedule for Guy to do both Admin and Accounting roles
 - LDC report – Mary Grover: not here, move to future meeting
 - Amendment to bylaws – Tom
 - Clean up for new minister
 - **MOTION to follow recommendations in proposal to congregation**

PASSED

- When to have congregational vote to change is TBD
 - Healthy Congregations Team Update – Jim Linsell
 - Soul Matters and Grow Yourself Up small groups are following HC covenant guidelines
 - Regular Communications with congregation
 - Ministerial Search Team Report – Jan and Jim
 - Cottage Conversations Nov 1 and 8.
 - Board is one of the Focus Groups
 - Wed Oct 28 5pm;
 - questions will be sent ahead of time, Jan will set up Zoom
4. Minister's Report – Rev. Cathy
- Finished first reading and writing whiteness--high engagement, highlight on Search Team; coming up:
 - i. 1st group will move deeper with How to be a Anti-Racist
 - ii. 2nd group starts soon
 - iii. In January, 3rd group with wider community
 - Soul Matters themes used throughout Service, RE and other groups
 - Vespers restarted in Sept
 - Anxiety around election processing for ministers, chaplains will be on hand
 - Smoothing out transition with Guy, a pleasure to work with!
5. New Business
- Need additional members for Stewardship Committee
 - If have candidate ideas, give to Karl or Rick Walters (chair)
 - Include as item on retreat
 - Stock donation – open account - Karl
 - Using TCF bank, \$50 per transaction
 - We have a policy regarding have brokerage account
 - **MOTION to open brokerage account PASSED**
 - Process for notification of staff emergency – Rev. Cathy
 - Tabled to November
 - Judy as Facilitator (fancy word for Board packet assistance to the President)
 - Thank you, Judy!
6. Public Comment: none
7. Closing Words -Rev. Cathy
8. Adjournment

Next Meetings –

Board Minister Search Focus Group: **Oct 28, 5pm**

Nov Board: **November 11th, 7 pm**

WHO	September 2020	Due Date	Explanation	Date Completed
Tom	Opening words	Oct. 14		Done
Karl	Research and report back about \$2000 purchase for new computer	Oct. 14	None	He will give us something next month
Mary Anne	Ask Mike Mc. To be on negotiating contract team	Oct. 14		Done
Pam	Will do monthly Beacon column		Ongoing	done
Mary Anne	Ask Mary Grover to next meeting	Oct 14	Explain LDC issues	Carry over to next month if needed
Judy	Clean up wording about Outreach in Manual	Oct 14		done
Judy	Contact Emily Mitchell about Outreach	Oct 14		done
Mary Ann	Make sure MST had spokesperson at all of our meetings	Oct. 14	Or maybe just a written report from the Chair?????	done
Cathy	Let us know when Board retreat is	ASAP		done
Mary Anne	Make sure Guy updates website with correct committee names	Oct 14		done
Barb	Make sure Board minutes and packets are on website	Oct 14		done
ALL	Check out Board training on UUA website	Every month		On going
	NOVEMBER 2020			
Karl	Opening Words	Nov. 11		
Karl	Explanation of \$2000 computer purchase	Nov. 11	Carry over from last month	No explanation necessary – this purchase was within their budget
Tom	Monthly Beacon article	Nov.	Tom agreed to do it	
All	Check out Board training on UUA website	Nov	On going	
Cathy	Working with Guy, Jolyn, Charles and ? on website updates	Nov	Cathy will let us know if we need to hire an outside consultant for this	
Tom	Follow up on how we get congregational vote on new bylaw changes	Nov	Will we need a special meeting? Via electronic vote?	
Maryanne	Do we still need an update on LDC from Mary Grover?		Sandra McDonald will join us at this meeting	
Maryanne	Update on Stewardship committee members	Nov	Carry over from last month	

All	Attend MST focus group meeting	Oct 28	Jan Z. will send us an email	done