

AUUC Board Meeting Minutes

October 3, 2018

Meeting called to order at 7:00 pm.

Present: Kristina Watts, Joe Tuggle, Reverend Linda Olson-Peebles, Lindsay Muirhead, Judy Usherson-Quast, Sarah Pevner, Bruce Griffin, Peter Kahle, Peter Campbell, Diane Clayton

- I. Chalice Lighting/Opening Reading: Sarah
- II. Check-ins
- III. Board Thank Yous:
 - A. Ben and Natalie Hall for thank you card design
 - B. Barbara, Jeff and John Breckenridge for help with the dunking event
 - C. Lori, Ali and Vanessa for RE Carnival fundraiser organizing
- IV. Search Committee message: Diane presented an invitation to the Beyond Categorical Thinking Workshop on 11/11. She stressed its importance and requested that church leadership attend. This paid training will be hosted by two facilitators who will conduct the morning service, then the workshop will begin after lunch. One purpose is to reduce discrimination in hiring our new minister and it will be positive factor in candidates' evaluation of us.
- V. Consent Items: September minutes, monthly reports were approved.
- VI. Action Items from last month: All completed except: **Joe will supply budget summary to Peter K, and will send committee spending reports to Judy.** Kristina reported that a new rental task force is being formed. Oliver will continue till the end of the month.
- VII. Issues/Discussion/Action:
 - A. New Goal for Long Range Plan re Accessibility: Motion to approve, moved Bruce, seconded Joe, vote unanimous in favor. **Kristina will notify COOM.**
 - B. Reflections from retreat:
 - B.1. A new chair task force was proposed by Joe. Bruce suggested an ongoing unfunded project list, prioritized. Dick has a chair proposal that is 5 yrs old. Rev Linda spoke of her experience buying chairs: the expense may be times greater than the initial 20k estimate, and the process is complicated and may involve trials. Lindsay mentioned the people who have told her that in attracting renters, comfortable chairs required. The Pledge campaign is the first priority. **Joe will discuss this issue with Building and Grounds and request that they return a proposal.**
 - B.2. Peter K said the sizing model is important. It has impact on programs and member participation.
 - C. Membership Policies:
 - C.1. Bruce has noted that people seem more outgoing to others, including new members after service. He plans to note absences for follow-up. Peter K suggested feedback solicitation from the congregation to the Committee. Rev pointed out the need for the whole church to act in supporting new members, with the energy and sponsorship of the Committee.

C.2. There is a plan to consolidate Policies and Procedures church wide. **Bruce will talk to Dick R re finding and collecting these.**

- D. Bruce suggested that our financial reports need to be clarified to communicate simply what we want to do, and what we need. Joe stressed the need to get more pledge units, not more from each. Rev Linda described the methods of Donor Development leading to Direct Ask.
- E. Website “Members Only” policy: Question is how to determine who should be granted access to members-only area. Applies to newcomers only – is there some threshold level of involvement with the church. **Bruce will take this issue to the Membership Cmte to fashion a policy.** Joe suggested we triage while in the Interim – if the situation should arise where anyone not already listed in the AUUC directory requests access, Debbie will send a message to Membership to ask. **Kristina will talk to her about establishing this procedure.** The question of why we have a members-only section in the first place arose – what do we need to keep for members only vs available to the public: The Directory contains personal information that can be misused, as does the Calendar. Bruce said the Calendar is a main selling point for web viewers: we should pay more attention to facility security, such as policies re the open door.
- F. Reimbursement Policy: This involves processing deposits, access to the bank account, voucher sign off etc. **Joe will draft an updated policy and present it at next meeting if possible.**
- G. Chalice grant: **Rev will convene with Lara and Ed K to redo her contract.**

VIII. Action Items (highlighted above):

- A. Kristina will notify COOM re the Board's acceptance of the new accessibility goal
- B. Joe will discuss the new chair plan with Building and Grounds and request a proposal
- C. Bruce will talk to Dick R about consolidating Policies and Procedures
- D. Kristina will talk to Debbie C about referring member access requests to Membership
- E. Bruce will request Membership to define access to the members-only website
- F. Joe will provide budget file ready for posting to website to Peter K
- G. Joe will provide monthly spending reports of committees to Judy U
- H. Rev Linda will be meeting with Lara and Ed to redo Lara's contract in view of the Chalice Grant.
- I. Joe will draft a reimbursement policy and present it to the board when completed

Closing Reading: Sarah Pevner

There being no further business the meeting was adjourned at 8:15pm to go into closed session for the Interim Minister Appraisal.

Respectfully, Peter Campbell
Secretary.