

UUFC BOARD OF TRUSTEES
MINUTES FOR FEBRUARY 13, 2017

Present: Carl English-Young, Kyle Jansson, Linda Hardison, John Bailey, Kathy Kopczynski, Joan Rose, Peter Sanford, Virginia Shapiro, Elona Meyer

Staff: Jill McAllister, Jean Gilbert, Jamie Petts, Elizabeth Sollie

Absent: Kelley Kendall

We moved and unanimously approved the consent agenda of the minutes of January 23rd and the Minister's Report. The Financial Reports will be sent to us later this week. Linda moved and John seconded the motion. Our Annual UUA Certification shows we have 348 members and 291 non-member participants.

The Nominating Committee informed us that there will be numerous openings on the board.

Linda is coordinating attendance, carpooling and volunteers for the Pacific Northwest Assembly, Saturday, February 25th. The board will offset part of the \$75 registration fee for the PNW Assembly (up to \$50) for those unable to pay the full amount. Those needing assistance with the registration fee should see Jill. We will need to select five delegates among those attending from UUFC.

Carl noted that the Board has met expectations for January and February calendar and is on target 2016-17 goals. It was noted that the "audit committee" membership listed for March refers to a past practice. A financial review was requested by the Board and implemented. We will receive the review report in the coming weeks.

The evaluation of ministry in March will most likely be conducted by the Chair of the Committee on Ministry and the Executive Committee.

John distributed forms for "lead" capital campaign donations. Lead gift totals will be announced February 26th in support of our capital campaign.

It was noted that the structure of councils, as shared at the Leadership Meeting, is and will be, a work in progress. We will, for example, probably want to add a council for building and operation functions and activities. Not all committees will necessarily be part of the Council structure. It was also noted that some councils include staff, such as the RE Council. Over time, staff support could be considered for other areas. Part of the Board's work is to determine where staff is needed.

We revisited the nomenclature for councils, committees, task force/groups, and circles. It was agreed that the definitions appear to work well for us.

The need to work on updating the By Laws was noted; it was suggested that we aim for proposed revisions in 2018. Kyle has offered to work on By Law revisions.

With the resignation of Heather Emberson, we need to adjust the membership of the investment committee. Sheryl Stewart volunteered to serve on the Investment Committee; John Bailey has agreed to serve as Board liaison. Kyle moved that these changes be approved. Linda seconded the motion, which carried unanimously.

Business Manager, Jean Gilbert proposed a system for protecting and maximizing earnings from capital campaign donations. We reviewed suggested proposals, including:

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- Opening a new checking account at Citizens Bank, where all incoming Building Enhancement (BE) donations will be deposited, and from which all BE expenses will be paid. The signers on this account shall be Jean Gilbert, Louise Ferrell and Russell Karow.
- Opening a new Money Market fund at Vanguard, where BE money that is not immediately needed will be deposited to earn interest. We will use this fund to purchase CDs, according to directions from the Investment Committee.
- Specifying Louise Ferrell and Jean Gilbert as signers on the Vanguard account, with Russ Karow providing oversight.

Kyle moved that we approve Jean Gilbert's proposals as stated. Kathy seconded the motion, which carried unanimously. The following statement will be provided Vanguard to establish the appropriate signers and oversight of that account:

Jean Gilbert and Louise Ferrell are authorized to act on behalf of the Unitarian Universalist Fellowship of Corvallis (UUFC) in connection with any Vanguard mutual fund and/or Vanguard brokerage accounts owned by the UUFC. Each such signatory is authorized to invest the assets of the UUFC; obtain information and give instructions for the purchase, sale, exchange or transfer of securities; and execute any necessary documents in connection with those securities and/or the Vanguard accounts owned by the UUFC.

Rental new rates were reviewed. John moved that the new rates be approved. Joan seconded the motion, which carried unanimously.

The meeting was adjourned at 8:15 PM.