

## UUFC Board of Trustees October 12, 2015 -- Approved

Attending: Peter Sanford, Leslie Chartier, Claudia Weintraub, Kelley Kendall, Linda Hardison, Kathy Kopczynski, Heather Emberson, Carl English-Young, Joan Rose

Recorder: Alison Myers

Staff: Desiree Senechal

Guests: Louise Ferrell

Meeting called to order 7:03 pm by Linda Hardison

### Consent Agenda

Linda proposed removing Policy 3.10 Justice Fund from consent agenda as there is some wording to edit. Kathy moved, Claudia seconded to approve the consent agenda with the removal of Policy 3.10 to be addressed separately. Unanimously approved.

### Refining Board Goals

#### *1. Building modifications to accommodate congregational needs*

Kathy reported on the future structures committee. The committee is reviewing trigger points to determine what can be done without looking at conditional use permit process. The committee will report back on what modifications could be made to improve where we are for the next 5-10 years, starting with what we know we need; at what point additional permitting would be required; and provide ballpark estimates for budgeting. Board discussed whether the initial phases will be part of an overall, longer range plan. **Action:** Committee will have a preliminary report addressing these goals and questions by the November Board meeting.

The Board further discussed communication with the congregation, including a process for reminding the congregation that limited change within our current building was the preferred option that came out of the annual meeting.

**Action:** Kathy will research the information developed from earlier work on congregation-identified needs and priorities and work with Carl to share a summary of that information in the November newsletter.

**Action:** The Building Research Task Force will share its report with the full congregation in December.

Further discussion included suggestions that this information is presented in a visual way as well (blueprints, graphs) and to make sure the Board has a few clear options to present as opposed to several open-ended possibilities.

Determination of facility priorities will start happening during this process; the Board will plan to present concepts by the annual meeting.

2. *Facilitate activities to enhance ability to meet mission*

The Board discussed the beginning of this process with the recent Sunday service focused on shared ministry. Not all members attend services; this service was also not recorded. What additional activities and methods could be used?

**Action:** Linda will share with Jill McAllister the suggestion that a member could introduce him/herself each Sunday and briefly describe their ministry.

**Action:** Linda will look at convening another Leadership meeting to bring together all committees.

The Board discussed the lack of certainty about what policies are currently missing. Many procedures are in place, but policies are needed. This goal might be addressed during another Leadership discussion.

The Board discussed a process for amending the by-laws. Kathy reminded the Board that the current goal is to look at the process, not yet amend the by-laws themselves.

**Action:** Heather will work with Kyle Jansson to review current by-laws and start to note what is needed to add or change. They will then bring Jill into the process, and then the consultant from Eugene.

3. *Participants Guide*

Carolyn Madsen has offered to organize questions that came out of the Leadership meeting; Joan will assist her.

The Board discussed the need to establish measurables for each goal and activity. For example, each Board member could commit to introducing themselves to one new person weekly.

Treasurer's Report

Leslie said she and business manager Desiree Senechal plan to have the year-end financial report easily understood and meaningful. The "unallocated contingency fund" shown in the financial report is the surplus from last year and is an example of a situation for which there is not yet a policy.

**Decision:** Russ Karow is appointed Finance Committee Chair.

Corvallis Zen Circle

Linda shared the information from Corvallis Zen Circle, a group interested in partnering with UUFC. Kyle and Jill request two Board members to be appointed to this team.

**Decision:** Peter Sanford and Kathy Kopczynski agreed to serve on this team.

Policy 3.10 Justice Fund

Linda noted that Items F G H I under "Types of Support" appear to be accidentally inserted here from elsewhere in the document. After clarifying the language, Kathy moved and Joan seconded to approve Policy 3.10.

**Decision:** Unanimously approved.

Member Comments

Louise Ferrell distributed information about Seeds for the Sol and requested permission to deposit a \$9,000 check from a donor that would be used to make a loan through that program. The Board discussed what committee would be the appropriate venue for that proposal and how the money would be accounted for in our bookkeeping processes. Board members noted that accepting the check without having proper channels is exactly the kind of situation for which policies are needed. The Board would like to accept the check, but the Board president should be involved in this decision.

**Action:** Louise will inform donor that the Board is currently developing appropriate policies and procedures.

Adjourned 9:05 pm