

UUFC Board of Trustees February 8, 2016 - draft

Members attending: John Bailey, Joan Rose, Heather Emberson, Kyle Jansson, Kelley Kendall, Claudia Weintraub, Peter Sanford, Leslie Chartier

Staff: Rev. Jill McAllister, Desiree Senechal

Scribe: (from 7:45 pm to adjournment): Alison Myers

Called to order at 7:07 p.m. with a reading of Monica Jacobsen-Tennsesen's blog about power.

Consent Agenda: McAllister requested her report be removed from the consent agenda. Emberson moved adoption of consent agenda. Bailey second. Approved unanimously. The consent agenda included approval of minutes of Jan. 25 meeting, acceptance of Jan. 31 financial report, and appointment of Cassie Minot to the Conceptual Design Team.

Board members discussed how our bylaws relate to our mission, how the board relates to the bylaws, how the bylaws relate to the ministry, and the topics that ought to be included in bylaws. Members also talked about possible methods for updating our bylaws. Among the ideas suggested were educating the congregation about operations content already in policies, having a writing contest to create a concise bylaws, using a wikipedia to write bylaws, making bylaws revision fun (teams?), creating a cohesive message about bylaws, and adding an indemnity section to them.

Draft Policies

Program Council – not yet available

Indemnity – The UUFC has been without a policy to protect Board members in case of legal actions. Jansson drafted a policy using language borrowed from the Oregon Nonprofit Corporation handbook and modified it. Board members discussed the need and potential uses for it. By consensus, the draft was accepted for the first reading. Approval will be on the March agenda.

Congregational Operations Manager

The Board reviewed the drafted job description, a .66 FTE position that will serve as the organizational center with clerical and volunteer support. This position is included in the pledge budget and McAllister wants to have person in place by July 1. Bailey moved authorizing minister to move forward with the hiring process. Sanford second. Approved unanimously.

Conceptual Design Team

Kyle Jansson reported that the team is in place, with Marcia Shaw leading. Nothing is needed from the Board at this time. Hopefully, there will be a preliminary concept design by the May congregational meeting, with a final one in place by September and a feasibility study.

Building Finance Committee

The Board discussed its phone conversation with consultant Jeff Suso before the meeting, an appropriate timeline for completing the planning process including a feasibility study, working with a consultant, and communicating to the congregation where we are in the process overall. Bailey, Hardison and Virginia Shapiro have agreed to solicit proposals and conduct interviews of prospective consultants. In addition, the UUFC needs an avenue for the treasurer to record funds received for this purpose.

Leadership

A half dozen board members and staff plan to attend a Feb. 27 workshop in Eugene sponsored by the UU church there and facilitated by UUA moderator Jim Key.

The PNWD meeting will be held March 5 in Seattle. The UUFC can send five delegates; Kyle Jansson needs the names of interested people by Feb. 29. Rev. McAllister will add this opportunity to the weekly announcements; she intends to attend as a ministerial delegate.

Treasurer's Report

The Finance Council will address a policy for handling carry-over funds. The roof repair in the R.E. wing is expected this fiscal year. Bids are being sought. Jansson said he will have the Board approve the contract.

Ministry Review

The Board of Trustees and the Committee on Ministry will hold parallel conversations about how ministry is working. From those discussions, Jansson said the plan is to have a committee of Jansson, Hardison, Kopczyinski and Diana Vezmar-Bailey (chair of committee on ministry) conduct a job evaluation with the minister. Bailey moved and Emberson seconded to approve the review committee. Unanimously approved.

Justice Council and Justice Fund Committee Appointments

Larry Roper has agreed to chair Justice Council. Dina Lindquist, Beth Meany-Hoffman and Chareane Wimbley-Gouveia willing to be Justice Fund members. Weintraub moved and Kendall seconded motion to approve appointments; unanimously approved.

Nominating Committee

Rose reported the committee is still seeking to fill the slate for the congregational meeting.

Minister's Report

The report was removed from the consent agenda to give Board members an opportunity to ask questions. The UUFC is looking into assisting a UU Burundian who currently has a student visa and plans to seek asylum in this country. This process can take two years. More information will be available. It is unknown at this time what kind of support the UUFC might need to give.

McAllister brought the issue of inclusion to the Board; she has received emails expressing concerns about the air quality in the sanctuary and the resulting inability of some members to attend services. The Board discussed what resources might be needed to determine what the cause is, if possible. The Pastoral Care group will reach out to those people who have expressed this concern and have conversations about how to help with this.

Emberson moved to adjourn, John Bailey seconded, unanimous approval. Meeting adjourned at 9:13 pm.