

**UUTC Board Meeting
October, 22 2019 5:30pm**

Present: Joyce Henneberry, Susan Zelle, Susan Slocum, Brigid Fox, Gypsy Richardson, Linda Young, Betty Kendrick, RK Young, Rev. Sally Beth Shore, Peter Mockridge

Welcome, Opening Words and Check-In: Opening Words were by Susan Slocum

Receipt of the September 2019 Minutes and 1 Email Vote: Betty Kendrick made motion that the Board accept the bid from Flooring America for replacement of flooring at 74 Varsity Street. Gypsy Richardson 2nded the motion. The motion passed unanimously

Treasurer's Report: September 2019

Revenue vs Expense

Income \$16,853.95

Expenses: \$24,602.02

Net: (\$7,748.07)

Current Unrestricted Cash on Hand is \$63,856.68

Restricted Reserve Fund is: \$12,142.92

Endowment Fund balance: \$167,654.11

Total 2019-2020 Pledges: \$249,036.00

Charitable Giving for September: 1585.00 (Augustine Literacy Project)

Susan Slocum Moved to designate deposit of October 2019 installment of \$2500.00 from Legacy Challenge distribution and subsequent 2019-2020 installments on January and April 2020 of the same amounts to Capital Expenditures Fund without specific purpose yet. Susan Zelle 2nded the motion. The motion passed unanimously

Administration Committee Report: Requests for Board Action: 1. Provide the Administration Committee with approval or feedback on the addition to Sec. III.A.1 of Policy Manual 2019.2 (Draft). 2. Provide approval or feedback to Policy Manual Version 2019.2 (Draft). 3. Provide AdCom with guidance on treatment of current reference to Executive Committee in the bylaws.

The Administration Committee is continuing to review the UUTC Bylaws and is making progress.

Finance Committee Report: No Report as such. Susan Slocum discussed items in regard to finances.

UUTC COUNCIL REPORT: UUTC Vision 2020-2025 launch. On track for October 30th event. **UUTC Strategic Plan** – Next steps after Vision Launch. **A.** Workshop

on the Appreciative Inquiry led by Rev. Shore will be tentatively held on 16 November. Among the topics that will be covered are advancing UUTC's efforts to offer leadership development to the congregation. Meet with teams and develop strategic objectives using the Vision as a framework. Meeting with teams is tentatively planned for January, 2020. **UUTC Vision – First Revision:** Council removed reference to the Oxford House in the Staff, Infrastructure, Facilities dimension of the Vision Statement. **Requests for Board Action:** Please register for the Vision 2020-2025 Event and show your support.

Property Committee Report: Bob Bennett is looking for a couple more quotes on doors.

Operational Report:

SPACE: Sound: Fully functional. Hands on training of volunteers has begun. The simplicity of the system is wonderful. Door Security: Stacie Rogers, our usual adult nursery worker, has begun verifying that the inner door of the vestibule has been completely opened for emergency egress.

SPENDING: Movement of our "People" portion from of ACS over to the Realm platform. Susan Zelle moved that the Board accept the proposal for new Realm software. Betty Kendrick 2nded the motion. It was passed unanimously.

STAFF & VOLUNTEER "STAFF: CRE: Kevin continues to flesh out his needs for staffing. He may have to resort to hiring outside for regular teachers as he wishes to have regular teachers who can develop relationships with the children on a long term basis. Frank Parsons and Mae Peterson continue to do excellent work in "the Booth". The hope is that UUTC will continue to hire our teenagers as they age out.

Structure: Nothing to report

UUTC Minister's Report:

Sundays: Some shifts in OOS. Adding announcements. Working to incorporate more voices into services. Children's story beginning Nov 3. Oct 30 service being planned at College Walk. Services now planned through Year End. Working with John and Kevin for Christmas Services

CRE: Met with 2nd Sunday intentional parenting group. Worked with Kevin to schedule family movie night. Meeting with Kevin weekly.

Membership: Revival of Membership Team and reviewing responsibilities. Welcoming Team name reverted to Membership to avoid confusion. Planning changes to greeting procedures and location. RK responsibilities under review(w/RK and Joyce). Reviewing policies for rites of Passage, personnel review, finances, communications.

LHHH: Attending meetings. Team is revising how news is communicated. Considering trainings and worship inclusion.

Council: Met with Michael Solomon and council several times to plan Oct 30 Vision roll out. Will help facilitate inquiry to create next steps for Strategic Visioning. Scheduled to lead Nov 16 Appreciative Inquiry Introduction workshop.

Susan Zelle made a motion to accept all the standing reports as submitted. Brigid Fox 2nded the motion. Motion passed unanimously.

Old Business/New Business:

Discussion was had on the Rites of Passage/Service Fee brought up by Rev. Sally Beth Shore. Gypsy Richardson made a motion to adopt the 1st 3 paragraphs of the Memorial Services and Funerals. Brigid Fox 2nded the motion. The motion passed unanimously. Will finalize actual policy on Memorial Services and Funerals at the November meeting.

Margaret Kimble setting up Disability Partners. Putting on hold safety issues regarding Disability Partners.

Management of the Endowment Fund is ongoing. Joanna Bliss and Peter B. Mockridge have made some recommendations to the board particularly in regard to the By-laws.

The Settled Minister Contract was discussed and some changes/elaborations were requested by the board.

Betty Kendrick made a motion that in Recognition of RK Young's outstanding service as an administrator that she be awarded an extra week of paid vacation to be used in the 19/20 fiscal year. Brigid Fox 2nded the motion. The motion passed unanimously.

The next meeting is 19 November 2019 at 5:30 at UUTC

The meeting adjourned 8:10 pm.

Respectfully submitted
Gypsy Richardson
Secretary