



Board Meeting – Feb. 27, 2019

Our Mission: To be a compassionate, welcoming community that nurtures spiritual growth and practices justice.

Meeting Minutes

Board: Gail Bishop, President; Ann Hutton, Vice President; Rob Harveland, Treasurer; Greg Turosak, Secretary; Charyssa Cobb, Kim Reid, Dave Siljenberg, Joe Lobl and Angie Gupta, Members at Large; Rev. Luke Stevens-Royer, ex officio

Absent: Ann Hutton, Vice President; Rob Harveland, Treasurer; Dave Siljenberg, Member at Large

1. **Call to Order and Chalice Lighting:** Gail called the meeting to order, and the chalice was lit. No reflection this meeting on reading from Serving with Grace.
2. **Consent Agenda:** Motion by Kim, second by Angie to approve Consent Agenda (with minor amendment) and January 2019 minutes. Approved.
3. **Financial update.** Gail reported that income is about \$65,000 ahead of expenses and ahead of projections by about \$11,000. Pledges are about \$23,000 ahead of projection, mainly because of pre-pledges, Gail said. She said, “We’re looking pretty good.”
4. **Minister’s report.** First item from Rev. Luke regarded budget recommendations. One priority is to strengthen staff development with each staff person having staff development funds equal to 10% of their salary or up to \$5,000. Rev. Luke said this was likely to happen incrementally, rather than all in one year. Another priority, he said, is to hire a building assistant person, to assist during “on-hours” – as opposed to the work that our custodian does. Gail noted that we’ll have to see how the pledge campaign goes before we know if these recommendations can go forward. Rev. Luke also noted that Derik Robertson, youth program coordinator, is working on ways for youth to become more involved in the church – teaching, hospitality and worship service assistance. Rev. Luke also reported on a draft building survey that he intends to circulate to the congregation.
5. **Old business.**
 - a. **Liaison reports.**
 - i. **Stewardship.** Joe said there will be a pledge party, with a talent show, on March 16. The giving envelopes will go out on Sunday, March 3, with the hope that all pledge activity will be done by the end of March. Theme is “Moving Forward Together.” The goal is an increase in pledges of 6%. The Wednesday forum on March 13 will be about the pledge campaign. Various ways to give, including an app, will be explained.
 - ii. **Sanctuary.** Gail reported that the new egress window has been installed in the conference room, and that the new table is in.
 - iii. **Bylaws.** Gail reported that bylaws listening sessions have been scheduled for March 3, 6 and 10.
 - iv. **Endowment.** Joe reported that there was matching money from UUA, which he estimated will mean about \$10,000 to our endowment fund, meaning that people have pledged about \$100,000.

- v. **Personnel.** Kim explained proposed changes to personnel policies, which were voted on later in the meeting (below).
- vi. **Religious Education.** Angie said there is nothing to report yet.
- b. **BLUU funding.** Rev. Luke said he had not heard a final response yet.

6. **New business.**

a. **Voting items; policy/description/procedure items.**

- i. **C-13, Standing Committees/Personnel Committee.** Kim explained that some sections were deleted because the feeling was that it's the job of the minister, as chief of staff, to develop job descriptions. The job of the Personnel Committee is to review and advise. Motion by Angie to make changes, second by Charyssa. Approved.
- ii. **Section 1-F of Personnel Policy.** Kim explained that the changes make it so that employee with a complaint could go to the minister or to the board president, if not comfortable going to their supervisor. This gives employees an alternative. Motion by Joe to make changes, second by Charyssa. Approved.
- iii. **Conflict of Interest.** Kim said there was some rewording, as well as specifying that the spouse/partner of any staff member may not serve on the Personnel Committee. Motion by Charyssa, second by Joe. Approved.
- iv. **Use of Non-Staff Workers.** Discussion of this policy that seemed to suggest volunteers instead of paying for work. The policy has stated that if volunteers are not available, then suitable paid hires may be made for particular tasks. Motion by Angie to delete the policy, second by Charyssa. Approved.
- v. **Disruptive Behavior Policy draft.** This policy provides that if disruptive behavior occurs (behavior, speech, threats, etc.) the behavior should be reported to minister, or to staff or board member, who would then report the incident to the minister. The minister would consider the information, seek advice as needed, and decide on an appropriate response. The incident, and any related courses of action, would be reported to the board and kept in confidence. Motion by Kim, second by Joe. Approved.
- b. **Sex offender risk reduction policy.** Rev. Luke explained that the basis of the policy was something that Rev. Fritz had developed when he was here. Inquiries have been made by some people over time, and a policy is needed so that responses may be given. The policy would provide the possibility for someone convicted of a sexual offense to participate in some church activities following a vetting process with a risk-reduction team and signing of limited access agreement. The agreement would specify those church activities that such a person could participate in when accompanied by a "support person" from the church. Discussion included how to make the congregation aware of this proposal – via a Wednesday forum and other steps. Board would not vote on a final policy until this process plays out. Motion to approve getting a draft of the policy before the congregation for awareness by Charyssa, second by Joe. Approved.

7. **Other business.**

a.

Board meeting concludes

Respectfully submitted, Greg Turosak, Secretary

Addendum to minutes: In an email string of March 7 and 8, Gail asked board members to consider the following motion, made by Greg and seconded by Rob: Increase Rev. Luke's salary and housing total from \$87,550 to \$90,000. Counting professional expenses, retirement and insurance, this would increase Rev. Luke's total compensation from \$118,360 to \$121,300, which is a 2.11% overall increase. Approved.

Respectfully submitted, Greg Turosak, Secretary