

**Board Meeting – March 20, 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:** Gail Bishop, President; Joe Lobl and Kim Reid, Members at Large

1. **Call to Order and Chalice Lighting:** Ann called the meeting to order, and the chalice was lit. Rob reflected on reading from Serving with Grace. Consensus of the board to continue the practice of readings and reflections into the next year. Rev. Luke has offered to look for readings, and readings may be tied to monthly themes.
2. **Consent Agenda:** Motion by Rob, second by Dave to approve Consent Agenda and February 2019 minutes. Approved.
3. **Financial update.** Rob reported that things are looking good. We’re getting to the time of the year when we generally spend more than we take in. To date this budget year, income is at 105% of expectations. We’re getting more in from pledges, and the plate is running high. Expenses are at 94% of expected.Rob explained status of budget for 2019-20. Ann said that the board has until the annual meeting to approve the budget, and may approve it next month. Some funding going to increased staff development opportunities. Total spending for staff (salary, development, retirement, etc.) will be up 3 to 7%, including some increase in hours. Also looking at creating a building assistant position at 20 hours/week to assist when activities are occurring. Budget also calls for Rev. Luke getting a 2.1% increase.
4. **Minister’s report.** Rev. Luke first discussed shared ministry and governance, particularly as it has affected the AIM team and the Communications team. The AIM team, formerly known as the Disability Task Force, is acting in a less conventional meeting/budget manner and focusing instead on mission, in the process coordinating with staff. One example is AIM coordinating with the minister and youth group on an AIM Ambassador program. Rev. Luke said he would share more details in future. The Communications team has morphed into an on-call advisory team, with Erika Fetterman in the church office taking the lead role for decisions and production. Rev. Luke said these examples show the continued movement toward committees becoming more advisory, with administrative responsibility falling on staff, freeing up volunteers to focus on the content of their work. Regarding annual reporting, Rev. Luke said he’s planning for a new template by which committees could report their work in the annual report – in order to make the report more accessible and appealing to the congregation.
5. **Old business.**
   1. **Liaison reports.**
      1. **Stewardship.** Rev. Luke said that about half the pledges are in, and the pledges represent about 70% of the $495,000 goal. Several large pledges have yet to come in, and there are 17 new pledges this year.
      2. **Sanctuary.** With the departure of the person at the Rochester UCC who was serving as clergy liaison in this area, Rev. Luke has stepped into that role. Rev. Luke said that almost all of the churches in the Twin Cities who are sanctuaries currently have people, but no one is in Rochester. He said that may be because people in an undocumented status may feel they would be calling attention to themselves in a smaller place such as Rochester.
      3. **Bylaws.** Ann reported there have been three sessions to explain the proposed changes, attended by 34 congregants. Another editing session is scheduled for April 2, and the plan is to have a final version for the board to look at in April. She said the goal is to have a PDF of the bylaws changes posted to the web in early May.
      4. **Safe congregation.** Dave said he and Julie Gilkinson are communicating regarding maps on the wall for fire safety, other safety issues. Rev. Luke said that going forward we’ll need to do fire drills quarterly.
      5. **Endowment.** No report withJoe away.
      6. **Personnel.** No report with Kim away.
      7. **Religious Education.** Angie said there is nothing to report.
   2. **BLUU funding.** Rob said we should have enough income to cover our commitment if the plate runs short.
6. **New business.**
   1. **Sex offender risk reduction policy.** A brief recap was provided of last month’s board discussion for those members who were absent. Ann suggested that before the board starts rewriting the draft policy that we wait until after the April 3 congregational forum on the matter.
   2. **Voting items; policy/description/procedure items.**
      1. **G-2, Building and furnishings.** Minor wording change. Motion by Rob to make change, second by Angie. Approved.
      2. **G-4, Solicitation on church premises.** Set aside until next month.
      3. **G-8, Memorial Garden interment.** Set aside until next month.
      4. **G-17, Sunday medical emergency response.** Set aside until next month.
      5. **Personnel policy changes.** Wording changes to reflect our current practice for several years. Wording change specifies that dental and life insurance coverage applies to eligible dependents of the employee. Motion by Dave to approve change, second by Angie. Approved.
      6. **Staff and minister development funds.** This policy describes the procedure for using such funds, and the amount that can be carried over to another year. The policy also specifies that upon a minister’s departure, any excess balance of unused funds returns to the church’s assets. Motion by Charyssa, second by Dave. Approved.
7. **Other business.** 
   1. **Grace Notes for next year**. Consensus of board is to keep doing next year. Shorter-term, Ann is doing Grace Notes column for April; Kim is doing the one for May.

Board meeting concludes

Respectfully submitted, Greg Turosak, Secretary