



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

## **Board of Directors Meeting Minutes– November 15, 2023 7:00 PM**

**Board Present:** Kim Reid, President; Paul Trewartha-Weiner, Vice President; Kimberly Edson., Secretary, Treasurer. Aleta Borrud, Brianna Berg, Jodi Edmonson, Rod Mildbrandt & John Tacinelli, Members at Large

**Absent:** John Helmers, Rev. Luke Stevens-Royer, ex officio

1. **Call to order** Kim R called the meeting to order.
2. **Chalice Lighting & Reflection - Generosity (Aleta)** Aleta shared a reflection on Generosity.
3. **Check In/On Our Hearts**
4. **Agenda/Minutes (Oct. 18 & Oct. 25)**

The agenda and minutes were approved as distributed and amended by consensus. (*We used our new understanding of Roberts Rules.*)

### **5. Minister's Report**

I am away this week with 30 UU colleagues at an annual study group with paper presentations and discussions, a group that has been meeting for 72 years. This year we are studying reparations, with a particular focus on our UUA Common Read, *Repentance and Repair* (which we'll have groups about later this year at our church.) This is a very full conference, and in addition I'm planning Randy McKeeman's memorial service and Sunday's service. That all to say it is a full and rich week in the life of our church, and I'm reflecting on the many interweaving strands of the spiritual communal life we share.

A few staffing notes:

1. The staff had a retreat earlier this month, focusing on programmatic reflection for how we are building community and relationships in our programs, as well as reflecting on the most recent building questions, and sabbatical planning. Rev. Ruth MacKenzie joined us for part of our time together to plan for sabbatical logistics, and our time was quite productive and helpful to hold that time well. I plan to formally announce the sabbatical in a fuller way for the congregation in the coming weeks, before the winter holidays.
2. After the first of the year, we will announce that Connie Schuelka will be retiring sometime this coming summer. I'm working on various scenarios for a transition plan, and will keep you updated as things progress to make that time smooth. I'm grateful for Connie staying on through the capital campaign.

3. Shelly Rohe has officially started and is already making a wonderful impact, building connections and relationships including a "meet and greet" with me and social justice leaders this past Sunday; please be sure to welcome/thank her for joining our team!

Programmatically: I'm excited for our "mix and mingle" dinners (please sign up!) coming in the next few months, as well as for the "Winter Program" - an intergenerational winter pageant service, led by Amy with music leadership from Rose - the Sunday before Christmas - it should be a lot of fun!

I think that's all for now - I'm grateful for the many strands of ministry I'm able to do, and all the staff and leaders that help hold the many details together so that we care for each other in our work of spiritual growth and justice.

In gratitude from 7 hours south,  
Luke

#### 6. **October Church Financials**

Kim R. shared Connie's notes on the church financials and an overview of the financial statements. All of the gas and oil stocks have been sold. Wednesday night suppers are back in the black and the women's retreat is bringing in funds to cover expenses. We may need to update our kitchen supplies budget. Luke plans to provide input to next year's budget prior to his sabbatical.

#### 7. **Building Our Future Beyond Ourselves** (Kim R. and John H.)

##### a. October Building Our Future Financial Reports

Kim R. shared Jean's BOFBO report and clarified questions about the project expenses. The team is working on getting the construction costs estimations. This phase will be challenging.

##### b. Financial Stewardship Team BOFBO financing recommendations (John H.)

Nov 1- Financial Stewardship met & drafted a **short-term cash** proposal/sequence for funding BOF:

- 1) ~\$17K Memorial & Commemorative fund;
- 2) ~\$8.5K Instrument Fund;
- 3) ~\$25K Operational Reserves;
- 4) ~all/part of \$57K in stocks
- 5) ~use/borrow a portion of the endowment fund

We will look for more clarification from John at our December meeting before approving this proposal.

##### c. BOFBO Updates (tentative design, Centurion HOA meeting, Capital campaign)

Ann has been leading the design group to bring forward the ideas from the congregation to the architects. This process has led to an updated design. The board is interested in learning more about the look and materials that will be used in the new building.

The BOFBO group will also be meeting with the Centurion HOA to discuss a variety of issues such as a temporary construction entrance, collaboration for road maintenance, snow removal and other issues to be a good neighbor.

##### d. Letter from Board as part of Capital Campaign mailing.

A draft of a letter from the board was shared with the board. The board provided some suggestions and supports moving forward authorizing Kim R., Luke and Gail to finalize the wording. It will be shared back with the board prior to sending it out.

- e. Timing of putting current building on the market  
Motion made by Kim E, seconded by John T. to put the building for sale as soon as practical after the capital campaign is approved by the congregational vote.  
Motion carried.

## **8. Shared Ministry**

- a. Filling position on Congregational Life team.  
Melissa and Luke are working to fill the position on the Congregational Life team for the January meeting. The process for filling positions and the way we grow leaders was also discussed.
- b. Updating web info on Shared ministry.  
The information on the church website is very dated. Jodi, Aleta, Paul and Kim are going to work on this project.

## **9. Policy Work**

- a. Update on policy work.  
Kim provided an update on the policy work that is being done. All shared ministry teams should have policies in place by the end of the church year.
- b. New policy naming structure and allowing minor edits/revisions to policies by the Office Administrator.  
The board supports designing a new policy naming structure. The work on the structure will be brought back to the board for final approval. The staff will also work on a revised "tree" that illustrates our shared ministry and bring it back to the board for revisions and approval.
- c. Approve archiving Governance Policy C-1 - "Action on Committees."  
A motion made by Paul, seconded by Jodi to approve archiving Governance Policy C1. Motion approved. Erica will begin work on a new policy document that aligns with the new naming structures.

## **10. New Business**

- a. "Member Emeritus" membership option  
This idea was shared by Luke and Connie and shared with the board. The board supports empowering the minister to offer Membership Emeritus status. This concept may be further developed in the future.
- b. Other? No other business came before the board.

## **11. Other Topics/Announcements?**

## **12. Adjourn**

**Next meeting: December 13th 7:00 PM**  
(Note - 12/13 is the 2nd Wednesday of Dec.)

**Reflection Topic: Mystery (John T.)**