March 20, 2019 CCUU BOT Meeting Minutes

President Christine Organ called the meeting to order at 7:10 p.m. Kathi shared the opening reading and board members recited the BOT covenant.

Attendance:
- Christine Organ
- Marcus White
- Jeanie Michalec
- Chris Hitchcock
- Joy Simon
- Karen Epps
- Kathi Hillyer
- duRee Bryant (by phone)
- Reverend Hilary Krivchenia

Absent:
- Kristin Huston

Consent Agenda:
1. February BOT Meeting Minutes
2. February Financials
   Kathi moved to accept the consent agenda, (including one typo correction) Karen seconded. The motion carried unanimously.

Updates from Board Committees:

Executive Team:
- Discussed ICDI proposal, North Property. May would be too soon to present our proposal to ICDI by August and to also present to the congregation in May. How do we feel about this idea in theory if it doesn't work out with ICDI? Do we support the idea of using the property as a shelter for people dealing with immigration issues? It would be possible to do this without partnering with ICDI. The Executive Team also discussed Nominating Committee and the nominating process and creating a better pipeline to leadership.

Ministry Council Updates:
- No report.

Finance:
- February was a decent month. We are almost $16,000 better than budget at this point. Began the mortgage payment in February and are now seeing that $500 in savings each month. Reviewed the draft budget, the committee said we are looking pretty good there.

Foundations/Operations:
- No report
Personnel:
No report

Special Task Forces/Teams:

Governance Process/Policies:
No report

Safety:
No report

Welcoming Congregation:
No report

Ongoing Business:

1. North Property:

There were two documents drafted, one for the congregation and one a proposal to ICDI about the North Property. OSC supports the idea, and it would be beneficial to include a statement from them in the document to the congregation. There was discussion about the timing and not presenting it for the first time at the annual meeting, where people would have so many questions.

Last year we told the congregation at the end of the congregational meeting that we were exploring options for the property. This year we could add the proposal at the end of the meeting as an update.

The Board needs to look over the documents over the next couple of months. We also need specific names of people who will work on this. Christine will reach out in the Focus for volunteers.

2. Stewardship Update:

The totals are where we were last year. There are people who need some follow up. There are only 10-15 people who have not submitted pledges, in addition to people who receive waivers. The team sent out thank you notes to those who submitted pledges.

3. Capital expense projections:

Christine went over the capital expense projections. There are a number of large expenses coming up in the next few years. For the next 3 years it totals about $100,000. Marcus pointed out how much is currently in the capital reserve, but that we would probably not do everything on the list (perhaps 80%). There was also a suggestion to have a couple of people from the Board work with Steve Black on the list to prioritize what must be done, and what is cosmetic.

Chris and Kathi will work with Steve Black on prioritizing the list. Christine will email Steve about three items at the bottom of the list about their importance. Will also get bids.

New Business:

1. Proposed Budget:
Marcus went over the preliminary budget, dated 3.6.19. The amount budgeted for health insurance coverage each month will be examined to see what was actually used (if all three eligible employees don’t opt in to the plan). What wasn’t used will be put toward UUA dues each quarter. In this budget there is nothing budgeted for UUA dues—it’s on the reinstatement list. This was necessary in order to provide for health insurance for the three employees.

Christine said we need to decide how to divide out the reinstatement list so that partial payments can be made as funds become available. After discussion, the Board decided on a reinstatement list of: #1 Staff; #2 $10000 capital reserve; #3 $7088 UUA dues (half); #4 the remaining $5,000 capital reserve; #5 $7088 UUA dues (remaining half). UUA dues went up this year because of the change in how they’re figured (not based on membership any more, but on percentage of the budget). The local UUA dues are still on the budget, only regional and national dues on reinstatement list.

There was a question about the higher amount budgeted for next year’s electric bill even though we have solar. Actually, it’s less than before solar, but we were overly optimistic about the impact of the solar panels the first year.

Karen moved to approve the proposed budget with two reinstatement lists (one quarterly, depending on the amount paid for staff health insurance; and the other as outlined above). Joy seconded. Passed unanimously.

2. **Amendment to Bylaws to lower membership age:**

   The amendment would not require youth to pledge money. Hilary said she contacted colleagues and they defined membership more simply than our draft amendment, so it could be modified. The youth would have been in a membership class and/or Coming of Age to be eligible. Next month we will have a more finished draft to consider. There was a discussion about Coming of Age vs. membership class.

   We should also have an age limit for Board membership although it would be good to have a youth member on the Board.

   Hilary will send a revised statement to the Board.

3. **Metrics:**

   Next month

4. **Nominations Process:**

   Next month

5. **Policy On How To Handle Congregational Surveys:**

   Next month

6. **Win Culkin grant:**

   There was a donation made from her family of $1000. It went first to her unpaid pledge amount, the remainder would go to Endowment or Capital Reserve. Chris suggested Endowment. Chris moved that the remaining amount of the donation be put into the Endowment Fund, Jeanie seconded. It passed unanimously.

7. **Other:**
There was a suggestion to change the nominating committee from 7 people to 5-7 people. Will discuss next month.

We need to finish the last session of Beloved Conversations, since the panel went long. Christine suggested we meet from 6:30 to 9:30 in April to do the Board meeting and also the Beloved Conversations work from that session.

Looking Towards Next BOT Meeting, April 17, 7:00 p.m.:

- **Readings:**
  - April – Christine
  - May – Chris
  - June – Kathi

**Action Items:**

- Town Hall April 14 at 11:15
- Budget and two reinstatement lists approved
- Christine will contact Steve Black about Capital Project list priorities, connecting Steve and Chris.
- Look over the ICDI proposal and documents before next month’s meeting and be prepared to give feedback.
- Christine will reach out for people to help with Chalice House in her Focus article.
- Hilary will send a revised amendment to the Board before the next meeting.
- The next Board meeting will be 6:30-9:30 April 17.
- Board voted to donate the remaining money from the Win Culkin donation to Endowment.
- Town Hall:
  - Joy will ask Linda Berry (as Personnel) to attend the Town Hall meeting
  - North Property information will be shared at the Town Hall meeting
  - There will be a Stewardship update
  - Marcus will do an update on where we think we’ll end up this year and what next year’s budget looks like, showing the impact of the mortgage drive
  - Hilary will ask Laurie to put the Town Hall meeting in the blue insert and e updates

**Sunday Announcements:**

- March 24 – Joy
- March 31 – Kristin
- April 7 – Jeanie
- April 14 – Christine
- April 21 – Marcus
Closing Reading
Adjournment