UCM Governing Board October 2019 Meeting Minutes

October 1, 2019; 6:15pm -- 8:15pm

Present: Ryan Kane, Paul Hartmann, Charlotte Root, Sue Stukey, Maria Parr, Jo Romano and Joan Javier-Dual on video

Regrets: Vic Guadagno

Guests: Paul Ohlson, Beth Damon, Kris Hammer, Brenda Bean, Bill Pelton, Tina Muncy and Judith Hines.

6:15 pm

1. **Opening**

   - Chalice Lighting and Reading – no reading tonight
   - Check-ins

2. September Meeting Minutes were Approved

6:30 pm – Meeting with BFF Steering Committee and Work Groups

1. **Paul Ohlson reported on items 1-8 from the BFF Steering Committee**.

Please all wear a BFF button now and in the future

2. **Leadership changes**

Charlotte Root from the Board stepped down from the BFF Finance Workgroup.

Vic Guadagno from the Board and Scott Hess will serve on the BFF Finance Workgroup.

Jen Miller Arsenault stepped down from the BFF Steering Committee

Board Decision: Board approved Benda Bean to serve as co-chair of the BFF Steering Committee.

3. Timeline: Oct 27 vote. If vote is to proceed. Then mid December Feasibility Study will be completed, A Vote for Administration of Capital Campaign and training costs will be held in January. Jan and Feb trainings will take place and March will begin the Capital Campaign.

4. Proxy Voting and On Line Voting: Folks who will not be here for key votes in March are wondering if there can be a proxy vote. By-laws are explicit about no proxies and being "present". There could be an option of joining on line and being an offsite participant at the meeting. Could be "zoom room" and people can vote through the "chat". Bo**ard needs to decide and let congregation know in the FAQ**.

Board Decision: Online voting on the day of the vote is considered being "present". Charlotte Root to coordinate the online technology. We will count people who are present with on-line voting as part of the quorum. If you are unable to attend and you want to participate and cast your vote, please contact Charlotte Root on the Board.

Note: There was a phone board meeting held after the October Board Meeting where the Proxy Voting and On Line Voting decision **was changed to the following.**

Decision: Decision: Congregation may attend congregational meetings on line but will not be counted as part of the quorum and will not be able to cast a vote.

5. If UCM cannot raise full amount requested, will UCM borrow money? The BFF Finance Workgroup will be making their recommendation to the BFF Steering Committee.

6. If UCM cannot raise full amount and chooses not to borrow money, how will UCM decide on priorities? We need a methodology. BFF Finance Workgroup will make a recommendation to the Steering Committee. It is about prioritizing what gets done if we don't do it all and what the process will be and setting it out in advance so all know what is expected.

7. Judith Reported updates on the work of the BFF Education Committee.

There are questions about the pace is too fast, too much information, too much happening. It is anticipated that people will get uncomfortable. It is like a grieving process about the way things used to be. All of us in some way have to find a way to minister to the people to get more comfortable with the facts that things have changed – we have grown and are still growing.

It may be helpful to Joan to say something about this change and grief during her sermon. Joan may have one on one conversation with those who feel strongly. Emphasizing that it feels we are moving fast, we are taking very clear and thoughtful steps. Board involvement by having a board chat on Sundays may be helpful.

We need to do deep listening to those who are affected emotionally by the changes that have happened.

8. Tina Muncy reported updates from BFF Finance Workgroup.

We need to help congregants understand how much money we do have in our long-term fund, and discussing the option of taking on debt.

9. Kris Hammer reported updates from the Construction Oversight Workgroup.

We are responding to ideas and looking if feasible to approve in the architectural plan. The plan is a living architectural plan, with caveats that it could change as we go along in our process. Our process for the next year is to continue to play that role, so the architectural plan can be a living and moving document. We do have some ballpark numbers. In December we'll know more about what we can raise. We want to continue to be responsive and tweak the plan based on ideas from congregants. Every time we do a change, it's an improved architectural plan. We are welcoming feedback as we get it. It is an integrated process.

10**. Joan: Staffing component to the plan**. Joan and Board to discuss how we present the Staffing component of the comprehensive plan. The staffing component is included, among other reasons, because we did not want to hit the congregation with too many finance requests year after year.

11.Joan: We would like a representative from the Board give a short personal testimonial why the BFF project is important to me. Then invite please come to the meeting on the 27th...

We are using policy-based governance.

Board to decide how to recognize donors in the capital campaign.

13. What a "No" vote means to the Board. A No vote means that the congregation is not ready to proceed and that the Board will take up further discussion on how to proceed.

7:00 pm – Finalize Plan for October 27 vote

<u>Agenda</u>

1. **Joan:** Centering, Chalice Lighting,

2. **Ryan:** Welcome and overview, and recognition of volunteers .We will recognize by a request for the following to stand.

Ø The Board
Ø The BFF Steering Committee
Ø The BFF Education Workgroup

Ø The BFF Construction Oversight Group
Ø The BFF Staffing Group
Ø The BFF Finance Workgroup
Ø Then all who have participated in the BFF project, please stand and be recognized

3. **Ryan:** Moderator for the Vote

4. **Sue:** -What does a yes vote mean and a no vote mean

5. **Joan:** Close and Thank you

6. **Charlotte:** Song

7:30 pm – Policy Governance

- Monitor GP-2 – consensus is we are in compliance
- Discuss GP-2 monitoring for future at a future Board Meeting
- Policy Governance check-in

7:40 pm – Ministers Report was discussed and Board thanked Joan for her work.

7:50 pm – Board Decision: Fall Fundraiser Celebration of Love is cancelled for 11/17. A free event Celebration of Love to be incorporated into the Capital Campaign as a kick-off.

- Set roles for creating Fall Fundraiser organizing group

We are looking for 3 People to help run this. Charlotte to Mentor.

8:00 pm - Set meeting norms and procedures for Board

- Timekeeper for each meeting

- One person brings Snacks at each meeting

- Conduct a force-field analysis by asking "What did you like… and Any how abouts for next time

- Minutes, review, posting – **The draft minutes will be the Board's internal minutes. Once approved they will be placed on Google docs. Jo to send minutes to Ryan and Ryan to place on website when appropriate**

8:15 pm

7. **Closing**

Meeting feedback

What I liked is… Facilitated well - kept moving, Reports from BFF thoughtful discussion and willingness to change course, and try thing, We are working together well as a team and giving one another space to hare and honor each other's opinions,

Time keeping

Like how much of a community we are and how we care about how everybody thinks,

Always learn a lot**.**

How abouts…have snacks at meeting. Have flexibility with the timekeeping

Bike rack (future agenda items)

1. Decide how donors will be recognized during Capital Campaign.

2. Decide who will speak from the pulpit with a personal story of what this BFF project means to them in preparation for the l0/27 vote.

Notes:

Close