

May 15, 2024
UCM Board Meeting Agenda (by Claudia) and Notes (by Claudia)

People present: Claudia Clark, Fran Dodd, Hugo Liepmann, Jen Matthews, and Steve Gold

4:00 Check In

4:15 Chalice Lighting and Reading

4:20 Approval of Minutes *This item was delayed because we did not have quorum yet. Then it was postponed until May 29th Board Meeting*

4:25 Discuss Process for Joan's Evaluation *Hugo noted his recollection of the process that occurred last year. Joan had relayed that there might not have been as much transparency as she would have liked to have seen. Claudia said she would reach out to Erica Baron at the regional UUA office to enquire about evaluation processes. Claudia would set up a folder in our 2023/2024 Board Documents Google Drive Folder and would place the various documents on evaluations in the folder. This discussion would continue at the May 29th Board Meeting.*

4:40 Assign Board Member to draft Rev. Joan's Employment Agreement *Hugo sent a copy of a previous agreement to be used as a template. Claudia to input the current salary and benefits information and have Joan review. It will be ready for Board approval at the May 29th Board meeting.*

4:45 Introduce Revised Personnel Policies *The Personnel Committee has been working on revising the existing UCM Personnel Policies for the last 2-3 years. The effort has been led by Dawn Evans. She will be sending out an executive summary of the changes that were made with explanations to help us understand the revisions. We will plan on reviewing these policies at the May 29th Board meeting.*

4:55 Preparation for Annual Meeting *We reviewed the Draft Agenda, which Claudia and Joan had organized. Assignments were made: Counters (Hugo and Jen); Notetaker (Brenda); Moderator (Steve). Steve reviewed the wording and process Claudia needed to use for electing a moderator. We reviewed the slides. We reviewed potential questions about the budgets and discussed answers. Elaine and Bryce will help with the technical a/v details.*

5:30 Other *Decided on May 29th (Hugo will not be available) and June 12th for last meeting of the year. Claudia will invite new Board members Emily, Jeremy and Steve to attend the meeting on the 12th.*

5:35 Adjourned Early!