

**Unitarian Universalist Congregation
Board Meeting Minutes
July 14, 2015**

Via email on June 13, Linda Powers moved to accept the forgiveness of two \$5000 building loans. The motion carried unanimously.

Present: Board members Margo Walter, Tim Pickering, Bill Baker, Molly Lazar, Bob Stimson, Carol Kern; ex officio members Karen Hager, Lisa Evanylo; UUC member George Lally

Tim lit the chalice and provided the reading. All checked in. Margo served as Process Observer.

I. **Agenda** – Bill moved to accept the amended agenda. The motion carried unanimously.

II. **Old business**

A. **Blue Ridge Cluster of Congregations** –Jim Flowers is working on the agenda for the gathering on Saturday, Sept. 26 at UUC. There will be time for getting to know one another and discussion of areas that all can collaborate on along with future plans for the group.

III. **Staff Reports** – see written reports

A. **Minister's Report** – Dara is on vacation.

B. **Administrator's report** – Lisa did not prepare a report due to being on vacation. She stated that the timeline, updated bylaws and Board notebooks will be available at the Board retreat. The Board's contact info sheet was passed out (to be put into notebook).

C. **DLFD Report** – Karen passed out copies of the LFD prospectus for 2015-16. She received another letter of thanks from the Humane Society of Montgomery County and also noted that we received a second recognition in their newsletter mentioning our Pennies for Puppies campaign and the good work of Dumbledore's Army.

IV. **June minutes** – Tim moved to accept the minutes from June. The motion carried unanimously.

V. **Treasurer's report** – written report attached. Bill reported in Linda Powers' absence. There will likely be a surplus for the past FY to be finalized at the end of July. The Finance Comm. will make a recommendation on what to do with the surplus. This can be discussed further at the Board retreat. Bill is working on a gift-acceptance policy which will be run by lawyer Peer Segelke for legal flaws. It will hopefully come to the Board in September. Linda wishes to restore \$1000 to the Grounds budget even though it will result in a negative budget.

VI. **Member's forum**

A. George Lally commented that he attended the Voting Rights Rally in Winston-Salem, NC with Dick & Cynthia Luke and Alan Bodenhorn the previous day. There were about 7,000 people there including many UUs in yellow ("Standing on the side of love") t-shirts.

VII. **Council Reports**

A. **Facilities Council** – no report.

B. **Governance Council** – no report.

C. **Finance & Administration Council** – no report.

D. **LFD Council** – see written report.

E. **Membership Council** – see written report.

F. **Pastoral Services Council** – see written report.

G. **Social Action Council** – no report.

H. **Worship Opportunities Council** – no report.

Margo suggested all liaisons contact their respective council chairs. Social Action and LFD councils need liaisons. Bob Stimson and Bonnie Wall-Lievsay will decide which one each will take on.

VIII. Board Development – Bill previously emailed another congregation’s suggestions for shortening Board meetings along with his own ideas (attached). This will be discussed further at the Board retreat. Also at the retreat, the Board will go over binders, roles and responsibilities, the idea of a book read, goals, and goals from Strategic Planning. Robert Latham should be contacted for ideas on a topic that would tie into his upcoming workshop.

IX. Action items - none

X. New Business

A. Increasing Grounds/Landscaping budget – Tim moved to add \$1000 back to the Grounds/Landscaping base budget bringing the total to \$2700. The motion carried unanimously.

B. Stewardship chair – Margo moved to approve Marilyn DuPont as Stewardship chair. The motion carried unanimously. Marilyn should be given much support.

C. Donation for removal of dead tree – Bob moved to accept Tim Pickering’s donation of \$550 for the removal of a dead willow tree. The motion carried unanimously. This was previously approved by the Facilities Council. The tree cutter will also prune another willow for free.

D. Donations for coffee – we are currently using fairly traded coffee paid for by a donation which is running out. The new budget won’t cover the costs. The Coffee Committee requests putting out a jar on the coffee cart for donations with something similar to “Donations to fairly traded coffee are appreciated”. Bob moved to approve putting out the jar. The motion carried unanimously.

E. Change to Board meeting date and time – following discussion, Margo moved to change the Board meetings to the 2nd Thursday of the month at 7 PM. The motion carried unanimously. The meeting can be held on the lower level, rooms 3-4, due to choir practice being held in the sanctuary. The Board will not meet in August due to the retreat.

XI. Information Items

A. Dates to remember – 1) Blue Ridge Cluster gathering at UUC on September 26, and 2) Robert Latham’s workshop on October 17.

XII. Process Observer – Margo stated that all progressed on time, the agenda was followed, motions were clear, all were prepared and respectful. She again questioned the need for a PO.

XIII. Board Retreat – food is provided. Molly will provide the reading.

ACTION ITEMS:

AGENDA ITEMS:

September – gift acceptance policy

Lisa Evanylo, Administrator

UUC BOARD MEETING AGENDA
Tuesday, July 14, 2015

6:30-6:45 Chalice Lighting & Reading - Tim Check-in Process Observer- Margo	15 Minutes
6:45-6:50 Review and Accept Agenda for current mtg.	5 Minutes
6:50-7:10 Old Business Blue Ridge Cluster Gathering update- Molly	20 Minutes
7:10-7:20 Minister and Staff Reports Administrator's Reports DLFD's Reports	10 Minutes
7:20-7:25 Consent Agenda Previous Board minutes for June	1-5 Minutes
7:25-7:35 Treasurer's Report	10 Minutes
7:35-7:50 Members Forum Members are invited to address the Board. Please keep your comments to 3 minutes.	15 Minutes
7:50-8:00 Break and Refreshments Provided by Bob	10 Minutes
8:00-8:10 Council Reports Facilities Council Fellowship & Governance Council Finance & Administration Council Lifespan Faith Development Council Membership Council Pastoral Service Council Social Action Council Worship Opportunities Council	10 Minutes
8:10-8:25 Board Development- Discussion of priorities for retreat. Discussion of Bill's forwarded message discussing shortening meeting times	15 Minutes
8:25-8:40 New Business Increasing the Grounds budget - Molly	15 Minutes

Donation offer for removal of dead willow tree- Tim
Request for donations can to be put out next to coffee-Molly
Exploring change in Board meeting time. Proposed time 7 PM on the second Thursday

8:40-8:45

5 Minutes

Information Items

Review annual calendar checklist

8:45-8:50

5 Minutes

Process Observer Report

8:50-9:00

10 Minutes

Next meeting: August 29 Board Retreat

Chalice Lighting and Reading-

Process Observer-

Tonight's Closing-

(Extinguish Chalice Light)

DLFD Report to the Board – July 2015

Submitted by Karen Hager, Director of Lifespan Faith Development

Registration

- Registration continues for fall 2015. 22 families have already registered.

LFD Council

- No meeting this month.

LFD has officially made the move from Committees to Task Teams. The Task Teams for 2015-16 have been defined, with several volunteer slots already filled. Task team recruitment will heat up in August. So far, the response on the move has been enthusiastic.

This month:

- One fall RE teacher dropped out, due to unforeseen work commitments. We were luckily able to fill the open slot very easily.
- Summer RE continues through August 23. This program is overseen mainly by Rachel this year.
- Fall teacher training will be held August 22.
- Work continues on editing curriculum for use next year. In addition to the new “Building Bridges” curriculum, we are also implementing an updated version of “Chalice Children” for preschool.
- Fall training materials are being compiled, and the website and printed materials updated, as well.
- An adult YRUU/YAC advisor retreat will be held August 1.
- Recruitment is in progress for ARE teachers for “Building Bridges”. 3 of the 4 slots are already filled.
- An Intro to UU class will be held twice this year, taught in fall by Dara and in winter by Isabel Berney.
- Other short-term Adult RE classes are in discussion. I have also made contact with other committees to offer ARE support for their initiatives.
- Rachel continues work on the physical reset for the upstairs (adult) library.
- Calendaring all LFD activities for 2015-16 is in progress.
- The fall RE year kicks off September 13.

**Pastoral Services Council Report
July 2015**

Caring Network Update - June 14, 2015

The Caring Network Listserv now contains 45 people! We had ten new people sign up at the Activity Fair and an additional eight indicate their interest in signing up when completing the recent interest survey. This provides UUC members and friends with an excellent resource for help when needed and also offers the opportunity to provide assistance to others. In the last few months, the Caring Network has been regularly utilized to provide food, transportation, and occasional other services to people. So far there has been no occasion when someone's request has unable to be filled. The Network appears to be running well as it is, and Judy Furr and Polly Stimson continue to be co-chairs.