

**Unitarian Universalist Society of Iowa City**  
**Board of Trustees**  
**Regular Meeting – October 9<sup>th</sup>, 2014**  
**MINUTES**

*Minutes from all regular Board meetings are reviewed by the Board members and made available to members and friends on the website and in the UUSIC Board of Trustees notebook in the Administration Office. Minutes may also be requested via mail or email from the UUSIC administrator.*

**Board Members present:** Vicki Siefers (President), Jim Olson (Vice-President), Chris Taylor (Secretary), Adam Ingersoll (Treasurer), Diane Martin (Past-President), Pete Brokaw (Finance Trustee), Mary McMurray (Trustee), Kirk Witzberger (Trustee), Kari Yorek (Trustee)

**Board Members absent:** None

**Ex Officio present:** Rev. Steven Protzman (Minister), Jessica Zimmer-Saltzman (DLRE)

**Ex Officio absent:** None

**Guests:** Karen Mason

**Call to Order:** Vicki Siefers called the meeting to order at 7:08 p.m. in UUSIC's Henriksen Library. Rev. Steven Protzman provided opening words.

**Check-in:** All

**Consent Agenda**

Hilary Strayer's report on the Sean Faircloth event was removed. Two policies will be moved to next month.

*Motion:* Moved by Pete Brokaw and seconded to accept the consent agenda as amended.

**Motion carried.**

**Action and Discussion Items:**

**Policy, First Reading: Childcare Request Policy**

It was requested that DLRE Jessica Zimmer-Saltzman prepare a new draft for the November Board meeting.

**Policy, Second Reading: Vehicle Usage and Reimbursement**

*Motion:* Moved by Mary McMurray and seconded to approve the Vehicle Usage Policy, contingent upon changing "Church" to "Society" and removing the requirement that employees must pay fines promptly. **Motion carried.**

**Report: Evaluation of the Minister**

Jim Olson reminded the Board that the deadline for submittal of Steven's final fellowship evaluation to the UUA is November 1<sup>st</sup>.

**Report: Staff Updates/Music Director Search**

Rev. Protzman briefed the Board on upcoming staff reviews for Zimmer-Saltzman and

accompanist Jonathan Tauscheck. He also reported that he will be conducting interviews with one or possibly two candidates for the Music Director position.

## **RECESS – 10 minutes**

### **Report: Safety Audit**

Zimmer-Saltzman reported that the results from the annual safety audit were much the same as last year's, and derive largely from the simple lack of adequate space for the Society's various programs.

### **Report: 2015 Budget Process**

The Board discussed the past procedures for preparing a budget. Adam Ingersoll and Pete Brokaw are going over the 2014 numbers and will be contacting groups to gather additional data. It was noted that a dedicated meeting to go over the proposed budget would be nice, but accommodating everyone's schedule will be a challenge.

### **Report: Facilities Steering Committee**

Kirk Witzberger requested that the Board identify a hard limit on what the Society can plan on raising for new facilities. Any money raised over that amount can be used to add to the program, but any proposal must not exceed that number in providing the bare necessities of the Society.

*Motion:* Moved by Witzberger and seconded to extend discussion by 10 minutes. **Motion carried.**

Polling of the Board members yielded an average expectation of \$3.25 million (+/- \$250,000) to be raised by borrowing, tapping into the endowment, running a capital campaign, and by monies already collected in the Faith in Our Future fund and elsewhere. The FSC was authorized to proceed exploring a program with a \$3 million budget.

## **Guest Comments**

Member Karen Mason thanked the Board for its steady leadership.

McMurray offered **process observations**, with the suggestion that policy conversations during regular meetings be confined to general content, rather than particular wording.

## **Announcements**

### **Adjournment**

Brokaw offered closing words and Siefers **adjourned** the meeting at 9:29 p.m.

*Recorded on October 9<sup>th</sup>, 2014, by Chris Taylor, Secretary*