

**Unitarian Universalist Society of Iowa City**  
**Board of Trustees**  
**Regular Meeting – April 9th , 2015**  
**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), Pete Brokaw (Finance Trustee), Mary McMurray (Trustee), Kirk Witzberger (Trustee), Diane Martin (Past-President), Adam Ingersoll (Treasurer)

**Board Members absent:** Chris Taylor (Secretary),

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

**Ex Officio absent:**

**Guests:** Karen Mason, Carol Throckmorton

**Call to Order:** Vicki Siefers called the meeting to order at 7:00 p.m. in UUSIC's Henriksen Library.

**Consent Agenda**

*Motion:* Moved by Brokaw and seconded to accept the consent agenda. **Motion carried.**

**Action and Discussion Items:**

**Policy, First Reading: Fire Evacuation Plan**

Vicki Siefers and Jessica Zimmer-Saltzman presented the fire evacuation plan for first reading and discussion. A representative from the Iowa City Fire Department toured UUSIC and provided guidance on the evacuation plan. The schedule for the remainder of the school year makes it difficult to find a date for holding a fire drill. The plan will be presented to other UUSIC groups for input.

**Appointment of Board Trustee**

Vicki Siefers proposed the appointment of Steve Vincent to the Board of Trustees on an interim basis to fill a vacancy on the Board. His permanent appointment to the Board must be voted on by the congregation at the annual meeting.

*Motion:* Moved by Jim Olson and seconded to approve the appointment of Steve Vincent to the Board of Trustees on an interim basis. **Motion carried.**

**Policy, Second Reading: Inclement Weather Policy for UUSIC**

The Reverend Steven Protzman presented the Inclement Weather Policy to the Board for its second reading. Minor wording changes were discussed.

*Motion:* Moved by Protzman and seconded to accept the policy (with minor wording changes). **Motion carried.**

**Proposal for Use of Endowment Funds**

The Reverend Steven Protzman requested the approval to transfer \$5,000 from the 2014 Endowment Fund dividends to the Social Justice Action Fund. The procedure for the actual transfer of money from the Endowment Fund is not documented and will be researched.

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*Motion:* Moved by Olson and seconded to approve the transfer of \$5,000 from the Endowment Fund dividends to the Social Justice Action Fund. **Motion carried.**

**RECESS**

**Policy, Revision: Life Member**

Diane Martin presented a revision to the policy on Life Membership originally approved in January 2014. The Membership Associates Committee will review nominations annually and make recommendations to the Board of Trustees. Anyone may make a nomination for consideration of Life Membership.

*Motion:* Moved by Protzman and seconded to accept the revision to the Life Member Policy. **Motion carried.**

**Report: Facilities**

The Board discussed the language to be used in a communication from the New Facilities Committee to the congregation regarding an upcoming vote for the sale of the 10 South Gilbert Street property and possibly the purchase of new property.

The Board entered closed session (as moved by Protzman) briefly.

**Guest Comments:** None

Ingersoll provided **process observations.**

**Announcements**

The Congregational meeting on May 3, 2015 will be led by Jim Olson. Elections will be held as well as a presentation on Facilities.

There will be no Facilities Supercommittee meeting in April.

**Closing words** were offered by Diane Martin and Siefers **adjourned** the meeting at 9:25 PM.

Recorded on April 9th , 2015, by Pete Brokaw.