

**Unitarian Universalist Society**  
**Board of Trustees**  
**REGULAR MEETING HIGHLIGHTS – January 10, 2019**

Board meeting minutes are available on the website or can be requested from the UUS administrator.

**Present:** Jane DeWitt (President), Jim Laughlin (Past-President), Amy Fretz (Vice-President), Chris Rode (Treasurer), Peg Voelker (Secretary), Sara Feldmann (Trustee), Michael Honey-Arcement (Trustee), Paul Pomrehn (Trustee), Colleen Higgins (Trustee), and Rev. Diane Dowgiert (Ex officio Interim Minister).

**Absent:** None.

**Guests:** None.

Board President DeWitt called the meeting to order at 6:35 p.m. Pomrehn provided opening words followed by the chalice lighting and a brief check-in by Board members.

**Consent Agenda & Announcements:** Consent agenda and other items are uploaded to Dropbox for Board review prior to the meeting.

*Consent Agenda items: Board Agenda; January Executive Committee Minutes; December Board Meeting Highlights & Minutes; December Congregational Meeting Highlights & Minutes; Minister's Monthly Report; Financials are not yet available to the Treasurer – Year-End report will be provided in February.*

*Other items: Automated Locking System Upgrade & Contract Proposal, Cost Estimate, and Building Security Task Force Report.*

*Moved by Rode, seconded by Laughlin that the Board receive the Consent Agenda. Motion carried. Moved by Laughlin, seconded by DeWitt that the Board approve the December congregational meeting highlights and minutes, the January Executive Committee minutes, the December meeting highlights, and the December meeting minutes pending the discussed changes. Motion carried. There were no email votes during the past month.*

**Reese Fund:** In December 2017 the Board approved the allocation of \$100,000 from the Reese bequest to a *Jean Reese Named Endowment Fund*. The intent is for it to fund projects outside the scope of the annual operating budget. Policy and procedures that define the fund's use and outline project proposal submission and selection processes need to be written. Voelker will work in coordination with the Endowment Committee and Finance Council to develop these documents and submit them to the Board for review and approval.

**Automated Locking System Upgrade & Contract Proposal:** Rev. Dowgiert presented a proposal put forward by Emma Barnum to upgrade the automated door locking system to a cloud-based system. There would be an initial expense for necessary upgrades (estimate \$455) and a yearly contract fee (\$45 per month) for this service. The upgrade will allow off-site control of the locks on the front doors by authorized people. *Moved by Rode, seconded by Pomrehn that the Board approve the request to upgrade the automated locking system and contract cloud services. Motion carried.*

**6-month Interim Ministry Assessment:** The Unitarian Universalist Association (UUA) Transitions office provides a standardized assessment and recommends that the Transition Team, the Board, and the Interim Minister each complete it after 6-months, one-year, and at the end of the Interim Ministry. After discussion, the Board agreed that over the next month each member will review and formulate responses to the assessment items. During February's meeting the Board will hold a "conversation" to discuss and collate responses to the assessment. If necessary, a small group will meet after the Board meeting to finalize and submit the assessment to UUA.

**Governance and Ministry Re-organization:** The Board continued to discuss and operationalize the Governance and Ministry reorganization plan. Rev. Dowgiert recommended that the Board prioritize establishing the needed Board Committees, particularly the Governance/Policy Committee. Pomrehn agreed to serve as chair of the Governance/Policy Committee. He will work to recruit a few others (non-board members) to serve on the committee. Rev. Dowgiert commented that the “State of the Society” forum scheduled for 11 am on February 10<sup>th</sup> will provide an opportunity for her to share information about the reorganization with the congregation. She also shared that the Unitarian Universalist Congregation of the Quad Cities (UUCQC) undertook major Governance/Policy work prior to calling Rev. Jay Wolin in 2011 — noting that their website at [www.uucqc.org](http://www.uucqc.org) has a lot of good information and policy documents.

**Closing:** Feldmann provided closing words. Higgins reported as Process Observer. Board members reviewed the tasks that they agreed to do. There were no guests present to provide comments. The meeting adjourned at 8:47 p.m. to closed session.

The next Board meeting is Thursday, February 14, 2019, starting at 6:30 p.m. in the UUS Conference Room.

Submitted by Peg Voelker, Secretary