**Unitarian Universalist Society  
Board of Trustees**

**REGULAR MEETING MINUTES – October 11, 2018**

Board meeting minutes are made 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, participated via conference call), Peg Voelker (Secretary),   
Sara Feldmann (Trustee), Michael Honey-Arcement (Trustee), Paul Pomrehn (Trustee),   
Colleen Higgins (Trustee), and Rev. Diane Dowgiert (Ex officio Interim Minister)

**Guests**: Deb Schoelerman and Miriam Kashia (Green Sanctuary)

Board President DeWitt called the meeting to order at 6:32 p.m. Voelker 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; October Executive Committee Minutes; September Board Meeting Highlights & Minutes; Minister’s Monthly Report; Treasurer’s Report, Financial Statements, DLRE Staffing Explanation and 2019 Draft Budget; Staff Relations Committee report; and UUS Building Security Task Force Charge Draft (Emma Barnum). Other items: UUS June-July Music Proposal; IIPL Chapter Approval Request (Green Sanctuary); and Board Start-up Workshop Minutes Draft (Voelker).*

As was decided at the Board workshop, staff are no longer submitting monthly reports to the Board, instead Rev. Dowgiert reviews them and will incorporate highlights from staff reports and include their policy/governance issues under Action Items within her monthly report to the Board. DeWitt highlighted the following upcoming events: October 14th – posters listing the groups and individuals whose volunteer efforts help UUS’s new facility become a reality will be in the Fellowship Hall; October 27th – “An Evening with Walt Whitman” starts at 7 p.m.; and December 9th – Congregational Meeting. She also noted that the Process Observer (PO) now has the additional role of noting all tasks assigned during the Board meeting. During the PO comment period, each member will outline their assignments and then the PO (and/or other members) will identify any not mentioned.

*Moved by DeWitt, seconded by Voelker to lift the Treasurer’s Report, DLRE Staffing Explanation, and 2019 Draft Budget from the Consent Agenda. Motion carried. Moved by Voelker seconded by Feldmann that the Board receive the Consent Agenda and approve the Executive Committee meeting minutes and September Board highlights and minutes. Motion carried.*

**June-July Music Proposal from Gloria Corbin:** The Board received a proposal from Gloria Corbin, Music Director asking that she be approved to work 5 hours per week during June and July (40 total additional hours). Her current contract is for 15 hours per week from August through May. She states that extending her contract to include June and July would allow time to plan for the forthcoming church year, engage and organize special music for June, July and early August and work with the summer accompanist. Treasurer Rode reported the budget implications. There was universal agreement that Corbin’s contribution to UUS is appreciated and valued. Likewise, her proposal is well reasoned. However, it must be considered within the constraints of the 2019 budget. Therefore, a decision on this proposal will be made during the 2019 budget finalization process.

**Iowa Interfaith Power and Light Proposal:** Miriam Kashia and Deb Schoelerman, representing the Green Sanctuary (GS) committee, provided an overview of Iowa Interfaith Power and Light (IIPL), noting that UUS’s GS has been a member of IIPL for several years, and benefited from its programs. IIPL is currently in the process of starting a formal chapterin our local community and GS would like for UUS to be a Charter member of that chapter. GS is requesting that the Board officially endorse our membership in IIPL as a participating member of its local chapter, with a vote of support and by completing the Congregational Covenant. *Moved by Rode, seconded by* Honey-Arcement *that the Board officially supports Green Sanctuary’s involvement with IIPL as a representative of UUS and that UUS sign the Congregational Covenant with IIPL. Motion carried.*

**2019 Draft Budget Discussion:** Rode reported that the Finance Council (FC) met Wednesday night and that it is clear that many hard decisions are needed to finalize the 2019 budget. Plus, it will be difficult to estimate the 2019 Pledge total until Mid-November. Rode shared a DRAFT 2019 budget which included four potential budget scenarios: Treasurer/FC Proposed, Fixed, Need, and Want. Among other things, the “Want” scenario includes the additional hours requested by Corbin and funds for additional Religious Education staffing. Rev. Dowgiert shared that the staff has asked for a meeting with the FC and suggested moving forward with that meeting.

**Interim Ministry Start-Up Workshop: Board Goals Review and Action Items:**  Voelker has placed in Dropbox the minutes (draft) from the Board Start-Up Workshop. The third page of that document is titled “Goals and Future.” It lists the three priority focus areas or goals for the Interim Ministry period, with specific action items for each area as identified by its group during the workshop.

***Governance and Ministry* by Dan Hotchkiss:** DeWitt had raised the possibility of the Board reading and discussing *Governance and Ministry* by Dan Hotchkiss. The decision was made that DeWitt and Fretz will read and provide a summary to the Board of important sections.

There were no guest comments. Higgins provided closing words by singing a song. Fretz reported as Process Observer. The meeting adjourned at 9:00 p.m. The next Board meeting is Thursday, November 8, 2018, starting at 6:30 p.m. in the UUS Conference Room.

Submitted by Peg Voelker, Secretary