UUS Board of Trustees Meeting Minutes

Thursday, March 15, 2018

6:30-8:45 p.m.

Members Present: Jim Laughlin (President), Kelly O’Berry (Past-President), Chris Rode (Treasurer), Steve Locher (Trustee), Michael Honey-Arcement (Trustee), Jane DeWitt (Vice-President), Kris Barrash (Trustee), Sara Feldmann (Trustee), Rev. Steven Protzman (Ex officio), Peggy Garrigues (DCL), and Jessica Zimmer-Saltzman (DLRE)

**Absent**: Peg Voelker (Secretary)

**Guests**: Marcia Cheyney (CCLAM), Renee Speh (Accessibility Committee),

Mary McCann (UUS Member)

President Laughlin called the Board meeting to order at 6:32 p.m.

Opening Words: Rev. Steven provided opening words on perseverance, followed by the lighting of the Chalice and a brief check-in by Board members. Kris Barrash was welcomed back after recovering from a significant illness.

**Raised up to Agenda level**: Raised up a request from Emma to reformulate the method for determining voting members. Suggestion was made to vet the voting member list before submitting to UUA. Current number is 267 voting members as of Jan 31st. Exec return issue to their April meeting The Free-Thinker Friendly Proposal from UUS Secular Humanist Group to be presented by Mark Yuskis at April Board meeting. Building Systems Technician Proposal, ARC rental proposal, JCIC covenant proposal, humidifier already on agenda, Jean Hood letter moved to FAQ; GA funding for scholarships has March 31st deadline for submitting applications. Emma’s concerns about security cameras to be referred back to Freeman Lock. The reported variance in revenues in February is due to applying pre-paid pledges in February, and is a reflection of when revenue came in. There was discussion about tallying ad hoc budget items to compare what we budgeted for, and what to budget in future for ad hoc requests. Treasurer either could add lines as they come in or have amounts added to existing lines. Sara and Chris plan to review ad hoc funding. Budget process to start in May and will reduce off-the-cuff last-minute requests. Jim will raise the need for timely Board and Exec meeting minutes at next Exe meeting. **Jim moved to accept consent agenda**, 2nd by Chris, approved unanimously.

**Day Camp Proposal of ARC of SE Iowa**: Presented by Jessica, the request is rental for two 4 week sessions this summer (see ARC rental info & Gmail-ARC of SEI in staff reports), about 15 kids per session, facilities use request will be compensated with some donations in kind. ARC has history of responsible facilities use (clean-up rooms, flexible scheduling) at Mercer Rec center for past 10 year. ARC has liability insurance; ARC could do training for our members re: wide range of disabilities. These campers are the most affected by disabilities. ARC will show a high degree of flexibility to accommodate UUS groups, rentals, and activities. Since ARC may use fellowship hall when available, we need to be cognizant of how we interact. Emma provides our calendar (if FH is open, then ARC will use it with understanding there may be people walking through). We discussed ARC funding, prior history of no-charge for rental space; that ARC rental represents a welcoming community opportunity for UUS; we may also arrange to have co-sponsorship publicity. Emma & Lori will be UUS liaison. Formal approval from Board is not required per facilities use policy, but proposal was presented for review and discussion due to length and impact of the rental.

**Proposal for Building Systems Technician & Building Steward positions** – Deb Schoelerman from Buildings and Grounds(B&G) presented the proposed job descriptions. Mark Bulechek, a new member of B&G with contracting experience, pointed out the need for a **building technician** (BT) whose skill set and expertise are different from the Building Steward (BS) and whose position therefore can’t be combined with the BS. Separate positions are needed due to wage, scheduling, task and expertise differences. BT might need 5-6 hrs/wk for complex systems, and to organize manuals, and implement maintenance schedules. B&G will form a search committee and also investigate if it might also work to hire a service contract company. Michael brought up the need for both analog and digital (“cogs & bits”) systems expertise. To whom will BT report to? Board did not feel it was appropriate for the Board to supervise the BT. BT might be paid more than Emma, who would therefore not be appropriate as BT’s superviser (BT may not accept supervision from lower paid staff.) Alternatively maybe route communication/supervision through **B&G**. UUS might front load higher hours initially to develop routines and resources, then reduce hours for routine service. Perhaps we could get expert consult for setting up the systems. Jim will bring issues back to Exec to decide on contractor facilities management service vs. individual contractor. A **motion was approved unanimously to extend this agenda item 10 minutes** (Rev Steven moved, Chris 2nd). Need for a clean-up person was discussed. Lori Marshall and the BS might create a labor pool for BS to contact. BS could handle rental events w/first refusal. Who would handle routine kitchen maintenance (need to clarify specifics of job description)? Chris stated that $5000/yr was not concerning for the BS position – **Chris moved to approve the BS position, Sara 2nded**; 1:20:27

**Johnson County Interfaith Cluster (JCIC) proposal 1:30:17**

Rev Steven explained that JCIC is a diverse group to address social justice issues especially economic and racial justice. Request is to sign the JCIC Covenant, formally join the Johnson Co. Cluster and provide funding and leadership support. The Covenant includes $600 in dues and leadership contribution requirements. The JCIC proposal has been endorsed by our Social Justice Coordinating Group. Board members raised questions about JCIC achievements to date in Jo. Co. area; Concerns were also raised about the level of commitment, leadership, and volunteering drain on the UUS congregation. There is a need for congregational input and support for this commitment. We need to clarify LGBT issues, as there was a report that the Gamaliel Network group used for leadership training may have dropped a LGBTQ racial justice group to accommodate a concern from a participating religious group. Peggy pointed out that an interfaith cluster is more about joining groups together to create power rather than to address a set of specific issues. So you may have to give up control over specific issues in order to create the power of the coalition. We don’t know how easily our values and issues could influence the coalition’s agenda. We are not clear around which issues and values we would be binding together. Mention was made of UUS offering a less demanding supporting role (showing up for events, supporting actions). Jim pointed out that we are currently still developing our post-new facility identity and that we are not ready to make the level of commitment implicit in the covenant. The Board agreed to table the JCIC request until April, when more information will have been gathered on the Quad Cities chapter. Joel Gilbertson, a UUS member and JCIC chapter representative, will be invited to speak at a forum in April to discuss the JCIC and address the Board and congregation concerns. 1:54:07

**New Programming Development Budget Line ($750) and Leadership Development funding reques**t:

Peggy suggested combining these two funding requests. The proposal is to create a new budget line, as was approved by Exec. She anticipated around $150 of the $750 would to go for the LDC workshop, but at $300 for LDC, recommended the LDC request be funded by a separate line. **Motion: Rev. Steven moved that the $300 request from LDC be approved and a separate budget line be established for LDC.** Seconded by Chris. Approved unanimously.

**Funding for GA**

$1200 has been approved for General Assembly Scholarships by UUS. Additional scholarships from the UUA have a March 31st deadline for application submission. Peggy proposed that Rev. Steven, denominational affairs committee members, Jane and Peggy be appointed to a Task Force for approving folks for UUA scholarships. **Motion:** **Approve a task force to approve scholarships** **for GA** (Rev Steven moved, seconded by Jane. Approved unanimously.)

**Guest and Process Observer Comments:** Marsha Cheyney and Mary McCann provided

 brief comments about the meeting and Rode reported as process observer.

Marsha Cheyney commented on how the group restored conversational balance after several members were talking at once (observer dynamics) and Chris observed we mostly stayed on time & task but may need to allot more agenda time for items like the Building Technician discussion.

Meeting Adjourned at 8:45 p.m. The next Board meeting is Thursday, April 12th at 6:30 p.m. at UUS.

The Board moved into closed session to discuss FAQs & Transition