

## Unitarian Universalist Society Board of Trustees MEETING HIGHLIGHTS – March 14, 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, participated via telephone), 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 6:33 p.m. Rode provided opening words followed by the chalice lighting and a check-in by Board members.

### Consent Agenda & Announcements:

*Consent Agenda items:* March Board Agenda; March Executive Committee Minutes; February Board Meeting Highlights & Minutes; Interim Minister's Monthly Report; Treasurer's Report & Financial Statements; Staff Relations Committee Report (Mary McMurray); and B&G Update & Issues from Boggs (Deb Schoelerman).  
*Other items:* Cleaning Service Proposal (Deb Schoelerman); Stewardship Committee Report (Jeffery Ford & Vanessa Taylor); Board's 6-month Interim Appraisal; Rev. Dowgiert's 6-month Interim Appraisal.

DeWitt noted that the Transition Coach's visit is March 24, our next Congregational Meeting is scheduled for May 19, and Sunday service time will change to 10:00 a.m. starting April 7<sup>th</sup>. There were no email votes during the past month. *The Board received the Consent Agenda; approved the February meeting highlights and minutes; and approved the March Executive Committee minutes.*

**Regional Assembly Delegates:** The Unitarian Universalist Association's (UUA) allocated six delegate slots to UUS for this year's Regional Assembly in St. Louis. Peggy Garrigues provided DeWitt with a list of UUS members planning to attend. *The Board identified and approved the following to serve as our congregational delegates: Joe Rasmussen, Jane DeWitt, Russ Lenth, Vicki Siefers, Diane Martin, and Dave Martin.*

**Cleaning Service Proposal:** The Board received a proposal from a sub-group of individuals from the B&G, Green Sanctuary, Kitchen, and Hospitality teams. The proposal asks that the current custodial contractor be terminated (30-day notice required) and instead, UUS enter into a similar contract with a different company. Several questions and concerns were raised during the Board's discussion of the proposal. *The Board agreed to table the cleaning service proposal until provided with additional information.*

**Stewardship Committee Report:** A Stewardship Committee (SC) report to the Board summarized the 2019 campaign and outlined its evaluation to inform the planning of the 2020 campaign. They also suggested that UUS consider switching to a fiscal year budget cycle, a spring stewardship campaign, and to the annual budget being based on a three-year average of contributions. The creation of relevant policies related to these issues will be part of the Board's Governance and Organizational work currently underway.

**Governance Committee Report:** The Governance Committee (GC), established by the Board with Pomrehn as chair, recently held their first meeting. In addition to reading *Governance and Ministry* by Dan Hotchkiss, they hope to meet with members of the Quad Cities UU who are doing similar work. A sizeable amount of work has been identified that needs to be done before our next settled minister arrives. GC members are assembling pertinent UUS documents and creating a prioritized timeline for their review and revision. Already underway is the creation of a GC mission statement and the review of our by-laws.

**Six-Month Interim Ministry Assessment Discussion:** The Board and Rev. Dowgiert shared the UUA Interim Ministry Appraisal forms that each had independently completed. For each item, DeWitt read the Board's response and then Rev. Dowgiert read hers – followed by open discussion. No areas of misunderstanding or disagreement were identified.

**Closing:** Rev. Dowgiert provided closing words. Pomrehn reported as Process Observer. Board members reviewed the tasks that they agreed to do. The meeting adjourned at 8:55 p.m. The next Board meeting is Thursday, April 11, 2019, starting at 6:30 p.m. in the UUS Conference Room.

Submitted by Peg Voelker, Secretary, and Amy Fretz, Vice-President