

**Unitarian Universalist Society**  
**Board of Trustees**  
**REGULAR MEETING MINUTES – May 9, 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), Michael Honey-Arcement (Trustee), Paul Pomrehn (Trustee), Colleen Higgins (Trustee), and Peggy Garrigues (attending for Rev. Diane Dowgiert).

**Absent:** Sara Feldmann (Trustee), and Rev. Diane Dowgiert (Ex officio Interim Minister).

**Guests:** Joe Rasmussen.

Board President DeWitt called the meeting to order at 6:32 p.m. DeWitt provided opening words followed by the chalice lighting and a check-in by Board members.

**Consent Agenda & Announcements:** Consent agenda and other items are reviewed by Board member prior to the meeting.

*Consent Agenda items: May Board Agenda; May Executive Committee Minutes; April Board Meeting Highlights and Minutes; Treasurer's Report & Financials; Month of April Staff Report (Peggy Garrigues); May Staff Relations Committee Report (Mary McMurray); MSC application (DeWitt); and Ministerial Search Committee (MSC) Information Sheet.*

*Other items: Detiger Fund Proposal (Sally Hartman); Congregational Meeting Agenda and back page (Voelker); and Draft Ballot (Voelker).*

The Executive Committee minutes noted that after finishing their regular business agenda, the Executive Committee meeting was extended to review and discuss the Ministerial Search Committee recommendations obtained from contacting UUS membership. All four remaining Board members were invited and able to attend this part of the meeting.

DeWitt also noted that the Executive Committee approved Garrigues' request for access to member's financial contribution records. DeWitt added a vote to designate the UUS General Assembly delegates as an agenda item.

*Moved by Pomrehn, seconded by Laughlin that the Board receive the Consent Agenda and approve the May Executive Committee minutes with agreed changes and the April meeting minutes and highlights with agreed changes. Motion carried. There were no email votes during the past month.*

**Delegates to UUA General Assembly:** *Laughlin moved, seconded by Fretz that the Board accept Colleen Higgins and Sally Hartman as UUS delegates to General Assembly. Motion Carried.*

**Detiger Funds Request:** Sally Hartman submitted a request for Detiger Funds to hold a Sunday Forum on the *ANSWER program* (an educational program in Nepal). The Endowment Committee recommended that the Board approve the proposal. *Rode moved, seconded by Fretz that the Board approve the request for \$200 from the Detiger Fund to hold a forum on the ANSWER program. Motion carried.*

**Governance Committee Report:** Pomrehn shared two working committee documents. First was a draft outline of the UUS Board Policy book. This was created by modifying what is presented in the book, *Governance and Ministry, Rethinking Board Leadership* by Dan Hotchkiss. Pomrehn called attention to Chapter two – *Delegation to Staff* that authorizes the Staff and the Minister as Head of Staff to manage the general affairs, work, and resources of the UUS, except as expressly limited by Board policies. He noted that this *Global Delegation Policy* is consistent with the Board's move to Policy Governance. The second document lists UUS By-laws and Policies that need review, revision and/or to be created – particularly because they are likely of interest to ministerial candidates.

**Congregational Meeting Agenda and Process:** Voelker shared a draft of the ballot and the Congregational Meeting Agenda. The back page of the agenda included a list of nominees to elected positions, the Ministerial Compensation Package Resolution, and voting instructions. Brief biographies of each Ministerial Search Committee (MSC) candidate appearing on the ballot will be shared with the congregation by May 15<sup>th</sup>. It was decided that the Board would meet after the congregational meeting to tally ballots and determine the seven MSC members. The Freethinker Friendly Congregation (FFC) vote results and the introduction of the seven members to serve on the MSC will not be reported the day of the congregational meeting. Instead, the results will be reported via email announcement later in the week.

The Board then discussed the FFC resolution. DeWitt and Voelker will finalize its wording for the printed ballots. The Board outlined guidelines to communicate to the congregation prior to opening the meeting for discussion of the FFC designation vote. The Board also agreed that voting members unable to attend the meeting in-person could have someone read a statement from them during the discussion.

**Other:** The Leadership Development Committee (LDC) is working to identify a member to fill a vacancy after a resignation from the LDC. They will not have a nominee for this open position by the May 19<sup>th</sup> Congregational Meeting. Therefore, they will submit their recommendation (once identified) to the Board and per UUS by-laws, the Board will vote to fill the vacancy until the next Congregational Elections Meeting.

As is tradition – the newly elected Board of Trustee members will be invited to a potluck prior to the June regularly scheduled meeting. The potluck will be held in the UUS fellowship Hall.

**Closing:** Pomrehn provided closing words. Fretz reported as Process Observer. The meeting adjourned at 8:46 p.m. to a closed session about the Ministerial Search Committee nominees. The next Board meeting is Thursday, June 13, 2019, starting at 6:30 p.m. in the UUS Conference Room.

Submitted by Peg Voelker, Secretary