**Unitarian Universalist Society
Board of Trustees
REGULAR MEETING MINUTES – December 11, 2019**

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

**Present:**  Amy Fretz (President), Joe Rasmussen (Vice-President), Jane DeWitt (Past-President), Chris Rode (Treasurer), Allison Bettine (Secretary), John Raley (Finance Trustee), Michael Honey- Arcement (Trustee), Paul Pomrehn (Trustee), and Rev. Diane Dowgiert (Ex-officio)

**Absent:**  Colleen Higgins (Trustee)

**Guests:** none

Board President Fretz called the meeting to order at 6:30 p.m. Raley provided opening words.

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

*Consent Agenda items: November Board Meeting Minutes, December Executive Meeting Minutes, Interim Minister’s Report, Treasurer’s Report and Financials*

*Moved by Rasmussen, seconded by Rode that the Board receive the Consent Agenda. Motion carried.*

*Moved by Rasmussen, seconded by Fretz that the Board approve the November Board Meeting Minutes, December Executive Meeting Minutes, Interim Minister’s Report, Treasurer’s Report and Financials. Motion carried.*

**Proposed Bylaws Changes**: Board members received the final draft of the proposed Bylaws changes via email prior to the December Board Meeting. A final review of updates took place with minimal notes and Board President Fretz called for a vote. *Moved by Pomrehn, seconded by Honey-Arcement that the Board approve the proposed Bylaw amendments for presentation to the congregation. Motion carried.*

**Personnel Policy**: Rasmussen facilitated a third reading of the new Personnel Policy. *Moved by Rasmussen, seconded by Pomrehn that the Board approve the Personnel Policy, effective January 1, 2020. Motion carried.*

**Rental Process**: Raley communicated intentions to bring staff concerns regarding rental policies and procedures to the Finance Committee for comment. After such a time, the Board will evaluate the Committee’s recommendations.

**Budget for Congregational Budget Meeting**: Rode presented on the new budget designed for congregational approval at the Congregational Budget Meeting set for January 5, 2020. Rode will develop a summarized version to share with the congregation on that day. *Moved by Pomrehn, seconded by DeWitt that the Board approve the proposed budget for presentation to the congregation. Motion carried.*

**Mission and Vision Update**: Fretz updated the Board on the outcome of the Mission and Vision Follow-up Forum held on Sunday, December 8. The event provided a space for attendees to learn more about the development process and offer final comments. The congregation set to vote on the new statements at the upcoming Congregational Budget Meeting.

**Congregational Budget Meeting Agenda**: Fretz requested feedback regarding the order of the proposed agenda and made appropriate adjustments. Rasmussen shared a simplified Rules of Order suggested for congregational meetings. Rev. Dowgiert brought up past concerns regarding childcare and congregational meetings timing. *Moved by Rode, seconded by Honey-Arcement that the Board approve the Congregational Budget Meeting Agenda, pending noted changes. Motion carried.*

**Closing**: Honey-Arcement read the closing words, Rode gave process observer comments, and Fretz adjourned the meeting at 8:50 p.m.

Submitted by Allison Bettine, Secretary