**Unitarian Universalist Society Board of Trustees Meeting Highlights – June 10, 2020**

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), Colleen Higgins (Trustee), Paul Pomrehn (Trustee), and Peggy Garrigues (Ex-Officio Staff Representative).

**Absent:** none

**Guests:** Kim Friese, Mike Pavelich, and Alan Swanson

Board President Fretz called the meeting to order at 6:30 p.m. Rode provided opening words and the Board participated in a group check-in with the incoming members of the Board Kim Friese, Mike Pavelich, and Alan Swanson.

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

Consent Agenda items: May Board Meeting Highlights, June Executive Meeting Minutes, Staff Report, and Treasurer’s Report and Financials

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

*Moved by Rode, seconded by Pomrehn to approve the May Board Meeting Highlights, June Executive Meeting Minutes, Staff Report, and Treasurer’s Report and Financials. Motion carried.*

**Board Policy Book – Introduction**: The Board Policy Book was shared prior to the meeting and Board members were asked to review the Introduction and provide feedback. The remaining sections will be reviewed at each subsequent meeting.

**Vote to Accept Kim Friese**: Friese was presented to the Board as a nominee for Trustee-At-Large by the Leadership Development Committee to fill a vacancy made available after the most recent congregational meeting. *Moved by Fretz, seconded by DeWitt that the Board appoint Kim Friese as a Trustee-At-Large. Motion carried.* Friese will serve from July 2020 until the next congregational meeting where she may be voted in by the congregation.

**Religious Education**: Fretz spoke with Jessica Zimmer, Director of Lifespan Religious Education, prior to the Board meeting and recounted their discussion regarding developing operational difficulties due to the local COVID-19 outbreak. It was affirmed by the Board that the hourly childcare workers should continue to be paid at the budgeted rate.

**COVID-19 Taskforce**: Fretz shared the names of the twelve individuals that will serve on a taskforce purposed with creating benchmarks for reopening and safety planning for the congregation’s return to in-person gatherings. The members are as follows:

1. John Lanaghan, MD

2. Marsha Cheney, Pagans Group/OWL Teacher

3. Julia Reynolds, DDS/RE Parent

4. Dan Gall, Worship Associates

5. Peg Bouska, PA

6. Winnie Ganshaw, Pastoral Care

7. Kim Palmer, Hospitality

8. Mary McMurray, Land Ministry

9. Ronnie Wright, Building Steward

10. Joe Rasmussen, President

11. Peggy Garrigues, Staff Representative

12. Amy Fretz, Past-President/RN

**AV Planning**: Rasmussen updated the Board on his efforts to acquire a higher level of internet service that would support live streaming. He received an estimate on the required build out from our current provider and will be reaching out for an additional quote.

**Music at UUS**: The resignation of Gloria Corbin, Music Director was discussed and the future of music at UUS was considered. Before filling the position, a search committee, updated position description, and compensation package will all need to be developed under the guidance of Rev. Diana Smith who will not begin ministry until August. In the interim, remaining members of staff will partner with musicians to provide music for the weekly service. Prior to her resignation, Corbin researched copyright licensure for the streamed services and her proposal was considered by the Board. *Moved by Fretz, seconded by Higgins that the Board approve the money for a copy right license for 1 year in the amount of $469.60. Motion carried.*

**Transitions Team**: The formation of a Transitions Team for Rev. Diana Smith is underway and may include volunteer lay persons and representatives from the Search Committee or prior Transitions Team. At this time, Dave Martin has volunteered to serve in the way.

**Finance Committee Updates**: It was requested that the Board allow the Congregational Administrator to issue checks in order to streamline in-house accounting which goes into effect on July 1, 2020. *The Board voted to approve the provisional procedure that would allow the Congregational Administrator to sign checks up to $2,000 with checks for amounts greater than $2,000 requiring the additional signature of the Treasurer, Finance Trustee or Board President.*

**Closing**: Outgoing Board members were recognized, and incoming Board members were welcomed. DeWitt gave process observer comments, Honey-Arcement provided closing words, and Fretz adjourned the meeting at 9:00 p.m. The next Board meeting is Wednesday, July 8th, 2020 at 7:00 p.m. on Zoom.