**Unitarian Universalist Society Board of Trustees Meeting Highlights – July 8, 2020**

*Full Board meeting minutes are available on the website or can be requested from the Congregational Administrator.*

**Present:**  Joe Rasmussen (President), Alan Swanson (Vice-President), Amy Fretz (Past-President), Mike Pavelich (Treasurer), Allison Bettine (Secretary), Colleen Higgins (Trustee), Paul Pomrehn (Trustee), and Peggy Garrigues (Ex-Officio Staff Representative).

**Absent:** John Raley (Finance Trustee) and Kim Friese (Trustee)

Board President Rasmussen called the meeting to order and provided opening words.

**Consent Agenda Items**: June Board Meeting Minutes, July Executive Meeting Minutes, Staff Report, and Treasurer’s Report and Financials. *The Board voted to approve the consent agenda items pending noted changes.*

**Board Committees**: New members of the Board were put up for positions on the Board Committees: Swanson for Personnel Committee, Pavelich for Finance Committee, and Friese for Review Committee. It was clarified for all that the COVID-19 Taskforce is not a Board Committee but rather an example of shared governance.

**Board Policy Book – Sections 1.1-1.4.8**: The Board reviewed the proposed updated sections and made comments. The issue of whether sponsorships fall under the Board or the ministerial team was considered. Certain definitive language in the Board Committees section was broadened to allow for future growth.

**UUS Finance Policy Proposal – 1st Read**: After some discussion it was decided that the Governance Committee should review the proposed policy to determine which points are policy versus procedure. A second read set to take place within the next few Board meetings.

**Music Facilitator Position & Music Program**: A significant discussion was had regarding the ministerial team’s need for an additional staff member to facilitate music after Gloria’s retirement and before a new Director of Music is installed. *Moved by Rasmussen, seconded by Pavelich to approve the creation of a temporary, 6-month Musical Facilitator position – terms to be negotiated and approved by the Executive Committee. Motion carried.*

**Audio Visual and Internet Needs**: Rasmussen obtained a list of AV technology and equipment required to successfully minister in a virtual format. An increased internet speed is also required now to live-stream services and host Zoom meetings for groups. The package options were reviewed and will be approved by the Executive Committee in a special session once all the quotes are in.

**Essential Spending**: The Board enacted a spending freeze on April 14, 2020 in response to these uncertain times and the significant drop in pledge fulfillments due to pandemic-related hardship in the congregation. Staff reported difficulties with providing programing within these financial restrictions. *Moved by Pomrehn, seconded by Fretz that the Board end the spending freeze. After some discussion, the motion was withdrawn.* The Board therefore seeks to affirm the spending freeze directive sent to the staff in April which, in summary, states that the Board trusts the staff to differentiate between essential and non-essential spending while making every effort to continue ministerial programs.

**Transition Team for Rev. Diana**: This team was formed to assist Rev. Diana with her integration into the congregation and community. Fulfilling one-year appointments, the members of the Transitions Team are as follows: Dave Martin, Jodi Linley, Maureen Patterson, Vicki Siefers, Kirk Witzberger, and Paul Pomrehn.

**Schedule Change**: With consideration of the Finance Committee’s schedule, Rasmussen proposes that the Board shift their regular meetings by one week. *Moved by Rasmussen, seconded by Swanson to change the Board schedule to hosting the Executive Committee meetings on the second Wednesday of the month at 7:00 p.m. and the monthly Board meetings on the third Wednesday at 7:00 p.m. Motion carried.*

**Closing**: Pomrehn gave process observer comments and Fretz provided closing words. The August Board Meeting will be on August 19, 2020 via Zoom.

*Moved by Pavelich, seconded by Fretz that the Board adjourn. Motion carried at 9:15 p.m.*

Submitted by Allison Bettine, Secretary