**Unitarian Universalist Society  
Board of Trustees  
REGULAR MEETING MINUTES – August 19, 2020**

**Present:** Joe Rasmussen (President), Alan Swanson (Vice-President), Amy Fretz (Past-President), Mike Pavelich (Treasurer), Allison Bettine (Secretary), John Raley (Finance Trustee), Kim Friese (Trustee), Colleen Higgins (Trustee), Paul Pomrehn (Trustee), and Rev. Diana Smith (Ex-Officio).

**Absent**: none

**Guest(s)**: none

[Board President Rasmussen called the meeting to order at 7:00 p.m. and Pavelich provided opening words.]

**Consent Agenda Items**: July Board Minutes, July Off-Cycle Executive Committee minutes, August Executive Committee Minutes, Staff Report, Treasurer Report and financial summary, Music Facilitator agreement. *The Board voted to approve the consent agenda items pending noted changes.*

**Board Committee Updates:**

**Governance Committee:** Fretz and Pomrehn stated no major updates to report but confirmed that they are all hard at work on the policy book.

**Personnel Committee:** Members of the Personnel Committee intend to resume regular meetings now the Rev. Smith is installed.

**Finance Committee:** Raley commended the Endowment Team for their successful collaboration with the Finance Committee.

**Right Relations Committee:** Higgins reported that no meetings have been held in recent months.

**Review Committee:** Friese stated no new developments.

**Stewardship Target:** Pavelich shared that the Finance Committee has not been able to meet for some time due to emergency and natural disasters, but they are working on Budget to remain the amount approved $661,923. *Moved by Pavelich, seconded by Colleen to approve a Stewardship Committee fall campaign target of $450,00 and to, therefore, maintain the 2021 Budget at status quo. Motion carried.*

**COVID Task Force Update and Role of the Executive Committee:** Fretz communicated that the Task Force is regularly meeting to develop recommended guidelines for the congregation’s safety. The authority to make enact safety procedures for the well-being of the congregation was given to the Executive Committee in March. It was discussed, however, that now that the full Board should be granted that responsibility now that a dedicated Task Force and a settled minister are in place. *Moved by Pavelich, seconded by Swanson that the UUS Board of Trustees, in accordance with local, state, and/or national recommendations and in consultation with the minister, be granted the authority to make decisions for the safety of the congregation regarding pandemics.*

**Staff to operationalize building closure policy**: It was brought to the attention of the Board that there was not a unanimous understanding within the congregation as to the limits of the current building closure policy. The Board decided to encourage Rev. Smith to create a set of rule to be posted and enforced by staff at the UUS building. *Moved by Pomrehn, seconded by Pavelich that the Board authorize the UUS Minister and staff to operationalize the current building policy and, further, affirm that the Board will support Rev. Smith and the staff in that effort.*

**Board Policy Book:** The Board reviewed Sections 2.1–3.4.8 and gave notes.

**Mediacom**: Rasmussen shares that he signed a contract on behalf of the congregation as directed but clarifies that either party may cancel should the buildout prove impossible.

**Endowment Committee**: A seat on the Endowment Committee has been made vacant and the Leadership Development Committee has recommended Jamie Sharp to fill the position. *Moved by Pavelich and seconded by Higgins to approve Jamie Sharp as a member of the Endowment Committee until the end of the position’s term in May 2021. Motion carried.*

**Annual Meeting Dates:** *Moved by Rasmussen, seconded by Fretz to approve the proposed meeting annual dates: December 20, 2020 and May 23, 2021. Motion carried.*

**Closing**: Raley provided closing words and Higgins gave Process Observer comments. *Moved by Raley, seconded by Swanson to adjourn. Motion carried at 9:42 p.m.* The September Board Meeting will be on September 16, 2020 via Zoom.