

**Unitarian Universalist Society
Board of Trustees
REGULAR MEETING MINUTES**

February 17, 2021 (virtual via Zoom)

PRESENT: Joe Rasmussen (President), Alan Swanson (Vice-President), Amy Fretz (Past-President), Mike Pavelich (Treasurer), Carol Adamson (Secretary), John Raley (Financial Trustee), Paul Pomrehn (Trustee), Julia Audlehelm (Trustee), and Rev. Diana Smith (Minister, Ex-Officio)

ABSENT: Colleen Higgins (Trustee)

GUESTS: Mary McMurray, Deb Schoelerman

Board President Joe Rasmussen called the meeting to order at 7:04 pm. Carol Adamson provided the opening words, with chalice lighting by Rev. Smith. After check-in, the Board discussed its Board Read – *UUA's Widening the Circle of Concern*, and then commenced with the agenda as follows:

CONSENT AGENDA:

January Board minutes, February Executive Committee minutes, Staff Report, Treasurer Report and Financial Summary

Paul Pomrehn would like there to be time for a Minister's report that includes more than a list of work activities, but also be given time to address the Board with anything on her mind. Rasmussen will discuss this with Rev. Smith at their next meeting. Pomrehn reported that he is also being trained in Advance Directive training and Rev. Smith will note this in her Minister's Report.

The consent agenda was approved by unanimous consent.

COMMITTEE UPDATES:

- Governance: Amy Fretz reported that the committee continues to review policies and procedures. 'Evaluation' and 'Monitoring' were added to the Policies section. She will bring those for Board approval at the March meeting.
- Personnel: Alan Swanson reported that the committee met on Jan. 21st and discussed the searches for DLRE and Music Director. They intend to meet quarterly.
- Finance: John Raley reported that the committee met last week and there was a first reading of the Gift Policy. Mike Pavelich reported that he anticipates that we will not need to ask for an extra Endowment funds transfer in May.
- Right Relations: Julia Audlehelm reported there was no meeting last month.
- Mission & Vision Review: Paul Pomrehn reported that he is seeking additional committee members and has a few people in mind. Pomrehn reminded the Board of the charge of the Mission and Vision committee and asked the Board to consider using this committee to gather the information from the congregation for the 'Three Open Questions' it is currently developing.

UNFINISHED BUSINESS

Building Re-opening: Benchmarks and Phases:

Rev. Smith said UUS is still in Phase 1. This month they are reviewing the metrics for phase 5 as they will likely be unattainable as currently stated. They will continue to gather data over the next several months to help inform their decision. Rasmussen asked Board members to consider what, if any, consideration should be made as to vaccination status. Rev. Smith reminded the Board that the COVID Team has determined to use number of cases and not vaccination percentages. Pomrehn asked, since the re-opening phases are a dynamic situation, that there be minutes of the COVID taskforce meetings for the Board to keep the Board informed. Fretz will start to provide minutes from the team's meetings.

Internet Connection and audio-visual equipment

Rasmussen reported one piece of AV equipment is on backorder. Installation will not take place until it arrives. The new computer will be a desktop so upgrades and changes can be easily made. A computer table and workstation has been constructed in the AV room that will provide the operator with a sight line to the pulpit and video screen. A platform to livestream still needs to be decided upon.

The DB Acoustics proposal includes training with the equipment. The Board at its January meeting approved creation of a new AV Coordinator position. Staff is currently working on the hiring process and with the back order on installation there is time to have DB Acoustics train the new AV Coordinator.

NEW BUSINESS

Land Ministry Proposals

The Land Ministry Team has requested that the Board of Trustees consider funding the Playscape Development and creation of the Memorial Garden for 2021. The playscape proposal is to contract for construction of a crushed limestone path from building level to below the boulder scramble with steps to a gathering spot created by volunteer labor. Estimated cost: \$7,542. There is a second part of the playscape proposal to install a previously purchased slide and improving access and increasing the boulder scramble. Estimated cost: \$4,944.22. The memorial garden proposal would create an area for remains and contemplation east of building (near choir area in sanctuary). This includes limestone outcroppings, raised beds, and a path from the building path. Estimated cost: \$15,279.

Pavelich made a motion, seconded by Pomrehn, to thank the Land Ministry for their work and recognize its importance to furthering the Mission and Vision of UUS. However, funding is not available and should not be funded.

Discussion: There was lengthy discussion of the Land Ministry Proposal including: how the proposal should be considered by the Finance Committee and the Endowment Committee; and how fundraising might be used for proposal that cannot be funded through the Operating Budget or the Endowment.

Rasmussen made a motion, seconded by Fretz, to table the discussion to give the Finance Committee time to review the Land Ministry proposals and bring its recommendation to the Board at its March meeting. The motion carried 6:1.

Staffing

Pomrehn made a motion, seconded by Swanson, to the continuation of the 2020 policy of not reducing the hours or regular pay for current salaried and hourly UUS employees for 2021. After discussion, the motion carried 6:1.

Three Open Questions

Due to time constraints, the Board will discuss the Three Open Questions at a special meeting on Feb. 25th from 7-8 pm. Email your thoughts prior to the meeting.

Schedule June Board Retreat

Saturday, June 19th is the tentative date for the Board Retreat.

Board-Minister Covenant

A sub-committee composed of Rev. Smith, Adamson, Pomrehn, and Audlehelm will work on a draft covenant.

GUEST COMMENTS – none

CLOSING

There were no process observer comments, Pavelich provided closing words, and the chalice was extinguished. *Raley moved to adjourn the meeting; seconded by Pomrehn. Rasmussen adjourned the meeting at 9:31 pm.*

The next Full Board meeting is Wednesday, March 17, 2021 at 7:00 pm.

Carol Adamson, Secretary