

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

April 20, 2022 (virtual via Zoom)

**Present:** Alan Swanson (President), Joe Rasmussen (Past-President), Rochelle Honey-Arcement (Vice-President), Mike Pavelich (Treasurer), Diana Henry (Trustee), Rev. Diana Smith (Minister, Ex Officio), Paula Miller (Secretary), Julia Audlehelm (Trustee)

**Absent:** John Raley (Financial Trustee), Hazel Seaba (Trustee)

**Guests:** Jerry Wetlaufer

**Call to Order and Chalice Lighting:** President Alan Swanson called the meeting to order at 7:03 p.m. and lit the chalice.

**Opening Words:** Provided by Diana Henry

**Board Read:** Members discussed Chapters 4 & 5 of the Board's common read "How to Lead When You Don't Know Where You're Going: Leading in a Liminal Season" by Susan Beaumont. For next month's meeting we will read chapters 6 & 7.

**Consent Agenda:** The Board received the consent agenda which included the 03/16/22 Board meeting minutes, 04/13/22 Executive Committee minutes, 03/29/22 Board email to approve fund-raising project, 03/30/22 special Zoom Board Executive Session to discuss progress of the DLRE search team, Treasurer/Finance reports, and Minister/staff reports including highlights from DCCE Peggy Garrigues, CA Emma Barnum, RE Coordinator Anna Rode, and DM Alex Heetland. Swanson advised that there was a typo in the 04/13/22 Executive Committee meeting minutes: Paula Cole Jones, who will lead the 8<sup>th</sup> Principle workshop on 05/07/22, was listed as "Rev." which is incorrect. Rasmussen moved to approve the consent agenda with the correction, seconded by Henry. The Board voted unanimously to approve the consent agenda with the correction.

**Three Open Questions:** The next 3 open questions will help guide the vision of ministry from the new church year starting July 1<sup>st</sup>. The 3 drafts created for final consideration, which include helpful updates from Seaba, are: 1. Connections: How can the congregation and UUS staff help you grow? 2. Community: What can the UUS do to increase participation in UUS's and surrounding communities' racial and social justice programs? 3. Each Other: How do we grow our connections given our multiplatform service format? Henry suggested that one way to reach out to the community would be to advertise on local community radio and free print publications. There will be further discussion of the questions.

**Board Committee Reports:**

Governance – Rasmussen reviewed proposed changes and additions to Congregational Meeting election and voting policies. Robert's Rules clarify that the Board is responsible for providing online connections and login info, but is not responsible if an individual participant loses

connection during an online meeting. Changes for adopting electronic meeting procedures also include how to determine a quorum, how to recognize someone from the floor, establishing a 2-minute speaking rule, and allowing each participant only 1 opportunity to speak. The Board will strongly encourage members to submit any new motions before the meeting takes place, but we still must allow for new motions during the meeting. If a vote is required for a motion not on the agenda we may have to conduct a poll of in-person and online members with assistance from the AV volunteers. Abstentions will not be counted when determining a majority, and the chair of the meeting can appoint a parliamentarian. He added that in the future we may be able to have live voting during the meeting, but we're not ready for that yet. The Election Administrator for the May meeting will be Amy Fretz. Rasmussen introduced a motion to add a new "4-15 Congregational Meetings" under "Policy 4--Care of Members and Guests" and amend 4-1 in the P&P Manual, seconded by Swanson. The motion passed unanimously.

Personnel – The new DLRE, Nic Kaplan, will begin on 05/12/22 per Rev. Diana. Anna Rode will stay on as a part-time Religious Education Coordinator. She also advised that they are working on clarifying sabbatical guidelines and policy decisions in the Personnel Manual. Swanson confirmed that the Board doesn't need to take any action on this right now since there are no financial decisions required.

Finance – Pavelich advised that there are no issues to report.

Right Relations – Audlehelm advised that the new Right Relations Committee will meet before May. She advised that they will likely plan 2 meetings per year. Rev. Diana will provide additional information about planning the structure of the committee.

Mission & Vision Review – Henry reported that Seaba sent out a note that the members will be working with BGI metrics and will report on this at their next meeting. They are currently writing up 5 consensus plans which also recommend what type of data can be collected and how they can reasonably work with BGI metrics.

#### **OTHER BUSINESS:**

**COVID Safer Gathering Plan:** Swanson confirmed that the new plan will replace the 5 phases, although we will archive those previous guidelines. Rev. Diana advised that the new gathering plan emphasizes that we will now be operating in person, and while we may need to make some adjustments we don't envision going completely back online. Attendees will continue to wear masks during services. Henry moved to adopt the new COVID plan, seconded by Pavelich. The vote to approve the new COVID plan was unanimous. Rev. Diana and Swanson will send out an email to the congregation announcing the new plan.

**BGI Discussion:** Honey-Arcement is hoping that the Board can contribute to a larger discussion about what goals BGI should set for the following year – possibly at the June Board retreat. Good things are happening with plans for ad hoc rentals and social justice outreach, but she is also wondering if the committee will continue with the same people or will it look different? Swanson added that new staff have been hired with community outreach as part of their roles. Pavelich added that Finance Committee members constitute about 2/3 of BGI, and they do

have deeper discussions during meetings about how to help BGI make progress. John Raley had planned to add the goal of retiring the mortgage by a capital campaign to the annual financial report, but the Stewardship Committee advised this might be premature in view of their annual campaign work. Honey-Arcement wants to continue the collaboration with Mission & Vision. Swanson requested that we come up with some milestones which we can use for additional measurements of progress.

## **UNFINISHED BUSINESS**

**Team for Shared Ministry:** Rev. Diana is calling this a “shared ministry support team” with a basic focus on ministerial advisement and professional development support. They will likely need to consult with Mission & Vision, Right Relations, and the Board from time to time. The name of this team may change.

**Radical Welcome Team:** Rev. Diana is developing and recruiting volunteers for this team which will work on preemptive radical welcoming at UUS for people with marginalized identities. They will meet on Monday nights to discuss their work on inclusion, particularly with LGBTQ and Trans people. They will be meeting two times per month and discussing videos. They will also be discussing how to engage the larger congregation starting in the fall, which will likely include involvement with the new DLRE.

**Proposal to endorse the Eighth Principle:** Swanson and others are working on additional material for distribution to members about the upcoming vote and educational opportunities about this motion that will be on the Congregational Meeting ballot. On Sat 5/7 from 1-4:30 pm an online workshop will be led by Paula Cole Jones, with additional information sessions scheduled after each Sunday service as a Zoom discussion group.

## **NEW BUSINESS**

**UUA MidAmerica Region Assembly:** Will be online only on Sat 4/30 from 9 am – 1 pm. Henry moved to approve Joe Rasmussen, Paula Miller, and Donna Simonton as delegates, seconded by Pavelich. The vote to approve the delegates was unanimous. The next step is delegate certification, which Swanson will arrange.

**UUA General Assembly:** The Board will need to approve delegates at the May meeting for the GA which will be held both online and in-person in Portland Oregon from Wed 6/22 – Sun 6/26.

**Book Sale Fundraiser:** Audlehelm is planning a Friday evening “coffeeshop” type event on 08/12 with live music, skits, and poetry readings. This will be held the day before the memorial gathering for Joe Brisben. Hillary Strayer will read from her father Gordon Strayer’s book, and Zach Wahls will also share his writings. She will also request donations of rare books to sell as a fundraiser. She hopes that the evening will start with skits and other activities geared toward a younger crowd, and that it will be a wonderful way to share UUS history.

**Garage Sale:** A weekend garage sale fundraiser will be held from 04/29 – 05/01 to coincide with the Coralville city-wide fundraiser. Pavelich moved to approve this fundraiser, seconded by Audlehelm. The vote to approve was unanimous.

**May Congregational Meeting:** Swanson is working on the details of the ballot. Voting will be after the meeting online with the exception of a few UUS members who have asked to vote by mail. During the meeting if there are motions or nominations we will have discussion and then a live tally to determine if they have adequate support to be added to the interactive online ballot that will be sent out for voting after the meeting. He requested that if possible all Board members attend in person in case there is a motion from the floor or other election help is needed. The motion to approve the 05/22 Congregational meeting agenda was made by Rasmussen, seconded by Honey-Arcement. The vote to approve the agenda was unanimous.

**Guest Comments:** None

**Closed Executive Session:** Yes

**Process Observer Comments:** none

**Closing Words:** Alan Swanson

**Motion to Adjourn, and Extinguishing of the Chalice: 8:37 pm**

Next board meeting 7:00 pm May 18, 2022 via Zoom

**Paula Miller, Board Secretary**

**Draft #1**