



Minutes of Meeting of the Board of Directors

Tuesday, June 10, 2014

- ✓ Bill Scown, President
- ✓ Dan Masini, VP Administrative Council
- ✓ Debbie Leoni, VP Program Council
- ✓ Pat Ward, Treasurer
- ✓ John Towell, Secretary
- ✓ Dick Yingst, Director
- ✓ Cindy Vacek, Director
- ✓ Jennifer Klein, Director
- David de Coriolis, Director
- ✓ Katie Phillips, Congregational Administrator, *ex officio*
- ✓ Jim O'Malley, Asst. Treasurer, *ex officio*
- ✓ Lindsay Bates, Senior Minister, *ex officio*

Also in attendance: Hal Schulman, Jeff Stibal

1. New Board Members welcomed and check-in
2. Minutes from May Board Meeting accepted
3. Regular Reports
 - a. Finance (Treasurer): We're doing OK although still maintaining a \$19,000 deficit. \$10,000 of the Elsa Ollsson Capital Endowment Fund has been placed in a CD (5 years at 1.4%) at the State Bank of Geneva and \$10,000 has been applied to the mortgage. \$30,000 from the Assistant Minister Fund (which is currently in our operating funds) has been transferred to a CD (1 year at 0.3%) so that it can be working.
 - b. Dick promoted the need to monitor the Assistant Minister Fund and that we need to remind people to keep up their pledges even though an Assistant Minister hasn't been found. Discussion ensued about the virtues of configuring an auto-pay system through the UUSG web site. Jim indicated that the Finance Team has looked into this previously and decided against it. Bill requested that the Finance Team review this issue.
 - c. Councils: Dan and Debbie have already discussed a plan for developing a better communication mechanism between the Councils and the Board and will be proposing some goals.
 - d. Senior Minister - nothing to add to report
 - e. Congregational Administrator – nothing to add to report



4. Assistant Minister Search
 - a. Dick reiterated what had been communicated to the congregation both orally and in writing -- although the Search Committee conducted a telephone interview with a candidate from Seattle, he was not the right fit and the process has now ended for this search cycle.
 - b. This discussion segued into preparations for starting again in the fall. Jennifer wondered if UUA guidance recommended against keeping the same people on the Search Committee because of problems maintaining objectivity. Dick pointed out that they did, but that the guidelines were more directed to called as opposed to hired minister searches, and that they were simply "guidelines" and we were not compelled to follow them.
 - c. Dick summarized the pros and cons of maintaining the same Search Committee. The pros are that these people already have the knowledge of the process and hence would require essentially no learning curve. The cons are that two of the members of the Search Committee will have heavy LRE responsibilities and will be very busy.
 - d. Dick also wondered whether there was a perception within the congregation that the Search Committee failed in its search this past year, and perhaps some in the congregation would not want to see the committee continue as currently structured.
5. A motion was passed to ask the current committee to stay together and conduct the Assistant Minister search again next year. Dick will follow up with the committee and report back to the board with their response. The Board also indicated that should the entire committee not want to participate again, the Board would like to see individual members willing to serve again stay on to provide some continuity for the new group.
6. Order of Succession of the Vice Presidents
Cindy noted that the VP of Administration should be first to succeed while Dick pointed out that perhaps in some cases, that person would be a rookie. A motion was made to have the more senior VP, Dan, be the first to succeed and Debbie second. The motion was unanimously passed that it be so.
7. Selection of Two Additional Members to the Nominating Committee
A number of named of UUSG Members was discussed. Dick pointed out that selecting members who have previous Board experience would be beneficial. Cindy noted that it would also be beneficial if they also had experience with the Councils. A motion was approved that 4 people be asked, and Cindy Vacek volunteered to call them.



8. Chartering of a UUSG Emergency Management Team
 - a. Hal Schulman and Jeff Stibal made the presentation; Hal began with a summary of what kinds of entities need be created to proceed with a safety plan:
 - #1: The Board for decision-making;
 - #2: A core planning team which would be called the Emergency Response Team (ERT);
 - #3: A set of trained people throughout the congregation.
 - b. Jeff then gave a brief discussion of the background leading up to the recognition of a more comprehensive safety plan beginning with the fire alarm incident last spring.
 - c. Hal proposed that an Emergency Management and Operations Plan (EOP) be developed first focusing within UUSG with the eventual broadening of the plan to the larger community.
 - d. Hal has previous experience in safety management concerns. At present time, the ERT is lacking in an LRE representative and needs a medical leader.
 - e. Right now, the ERT is meeting twice a month and working on phase I which is to gather information about what currently exists at UUSG. This will lead to organizing priorities, such as training for recently purchased Automatic External Defibrillator (AED) and preparation of documentation for procedures.
 - f. Discussion ensued regarding how the new Team Ministry should be managed and it was thought that this should be a temporary Board Committee. A motion was approved and a date set for a report to be made at August Board meeting.
9. Board Retreat Planning

Bill will prepare an online “Doodle” to find dates for a Board retreat, which will consist of roughly 2 three-hour sessions.
10. Other Business

A brief discussion was held about the progress of the Personnel Committee and the progress of the Personnel Manual. Katie said that the manual had not been completed; she will email the draft version to the Board as requested.
11. Executive Session – off record

Adjournment 9:15pm

Respectfully submitted,
John Towell
Secretary