

Minutes of UUSG Board of Directors  
Tuesday August 9, 2016

Jean Pierce, President  
Debbie Leoni, 1<sup>st</sup> VP Program Council  
Nancy Christensen, 2<sup>nd</sup> VP Admin Council  
Bob Swanson, Treasurer  
Kathy Cornell, Director  
Gail Tattersfield, Director  
Scott Talbot Lewis, Assistant Minister, ex officio  
Christine Imielski, Congregational Administrator ex officio

Absent: Pat Vary, Cindy Vacek, David Moore, Lindsay Bates

Others Present:

Hal Schulman  
Ron Craig  
Tom Lichtenheld  
Jan Miller

The meeting began at 7 p.m. with meditation/reflection presented by Jean Pierce and attendee check-in.

### **Regular Reports**

Regular Reports (Prior Meeting Minutes, Finance, Councils, Senior Minister, Assistant Minister, Congregational Administrator) were accepted with a motion by Kathy Cornell, seconded by Nancy Christensen, and passed unanimously.

### **What Should Be The Role of the Board?**

Jean Pierce passed out a two-page handout highlighting “Vision” and “Goals.” She said that she’d like the Board to review this information which was created by the previous Board, and discuss whether it should be amended going forward.

In the section titled “Vision,” the Rev. Scott Talbot Lewis proposed a revision to the fourth item, to say: “We provide an engaging and comprehensive liberal religious education.” No other revisions were proposed for the Vision statement. The revision was approved with a motion by Debbie Leoni, seconded by Bob Swanson, and passed unanimously.

In the section titled “Goals,” Item #1 (Growth to achieve our vision), Jean Pierce pointed out that we did not achieve 10% annual growth in 2016; that in fact we achieved a 4% growth. She asked whether the goal of 10% growth per year is realistic, and/or should be kept. A discussion followed, with Kathy Cornell offering that a goal should be a stretch, but not impossible to achieve; Bob Swanson suggesting that we think about where we want to be in

five years, and that we shouldn't spend too much time dwelling on numbers; and Debbie Leoni saying that five-year historical growth numbers might help in goal setting. Christine Imielski will provide growth history for the past five years, including number of members, number of pledge units, and number of new members.

Regarding growing the congregation, there was a suggestion to play the video clip (used for the Geneva Film Festival in the spring) prior to Friday Flicks, as typically there are many community members who attend. There was also a suggestion to hand out an informational brochure about UUSG to those community members.

In the section titled "Goals, Item #2 (Make a positive difference in our community), Jean suggested that discussion regarding this item be tabled until the Social Justice Team has finalized their goals for the year.

Passing over Items #3, #4, and #5, to the list of Board members/ownerships/teams, Jean asked Board members to review the list and report back as to which teams each member sees themselves aligning with (attending team meetings, informing team of Board happenings, etc.).

To stay on schedule, Jean said discussion on the remaining items on the document will be carried over to future meetings.

### **Calendar Items: Goal-Setting and Round Tables**

Jean Pierce handed out "UUSG Leadership Planning Calendar (Ver. 10/6/2015; Revised 6/18/2016)" and asked whether this calendar was set in stone, or a work-in-progress. Debbie Leoni and Bob Swanson both said it was a work-in-progress, possibly requiring up to two years to work out the "bugs." A discussion followed regarding the August Leadership Retreat, and whether team goals – many of which are not yet completed -- would be covered there. A question was asked whether the Leadership Retreat is scheduled too close to the start of the new fiscal year (there are some new team leaders/members; new board members), and should be moved to September. Debbie Leoni said that discussing goals was never the intention of the retreat, and that August was chosen for the Retreat because the September calendar includes many events. Hal Schulman also offered that by September, we are already three months into the fiscal year, which seems late for the Retreat. Jean said that since the calendar is a work-in-progress, the option to move next year's Retreat remains.

Regarding the Round Tables, Jean Pierce said she would like to propose another way to accomplish the same thing – a one-on-one approach. Debbie Leoni commented that the Round Table concept is new (another venue for welcoming people; to give and get information about what works at UUSG; to get the "pulse" of the church), and that it should be given a chance to work in addition to one-on-ones. Because no one has come forward to coordinate the Round Table session, Debbie Leoni will work on finding a leader.

## **Gutter Project**

Tom Lichtenheld introduced Ron Craig, the newest member of the Facilities Team, who has a background in architecture and project management. The two presented an overview of the needed repairs to the improperly installed, failing gutter system and damaged fascia. They showed close-up photos of the current situation, and drawings of the proposed solution, which involves replacing rotten fascia, installing newly-designed backer-blocks for each gutter hanger, as well as properly pitching the gutter system. They pointed out that there will remain some unknowns until work is begun (the gutters removed and the fascia inspected), including whether the existing gutters can be reused. The backer-blocks and gutters will be painted to match the trim; Kathy Cornell suggested that the color of the gutter hangers be chosen to most closely match the trim color. Bob Swanson asked what type of company the bids are being solicited from. Ron and Tom agreed that this is a hybrid project – part carpentry and part roofing/gutters. Bob commented that in his experience, roofers are not the best carpenters, which the Facilities Team will take into consideration. They said that no action is required by the Board at this time, but this preview is intended to speed-up the approval process once the bids are in. Bids are currently going out; due by September 1; with the hope that the work be completed before winter sets in. Bob said that the budget anticipated this project.

## **\$4,000 Gift Targeted for Video Security System**

Jean Pierce said this restricted gift is intended for a video security system, and suggested that it should be a collaboration between ERT, Technology and Facilities. Bob Swanson cautioned that when research is being done, be sure we do not incur an on-going maintenance fee. Bob moved to accept the gift, Nancy Christensen seconded, and it was unanimously approved.

## **August Leadership Retreat**

Jean Pierce said that the agenda is currently under development.

## **Tallying Volunteer Hours**

This remains a tabled item, and will be discussed in September.

## **Next Board Blog**

Consensus was that there will be no Board Blog in the August/September Pioneer, and that Debbie Leoni will write the October entry.

## **Leadership Development – Role of Directors**

Debbie Leoni said that there is position description for each Board role but not for Directors; she introduced a document titled “DRAFT: Role/Responsibility of a DIRECTOR”; and asked

for comments. From bullet #1, Bob Swanson suggested deleting “While not an Officer.” Regarding bullet #3, Bob Swanson suggested deleting “fair share.” A discussion followed, with the consensus to revise #3 to say: “ Volunteer to lead or participate in task forces or other needs as defined by the Board.”

The Role/Responsibility of a Director will read:

- *Directors are fully charged and expected to act in accordance with being a representative of the overall Congregation, and as such, faithfully promote the best interests of UUSG, and not their own personal beliefs should there be a conflict*
- *Adhere to the Board Covenant as well as the content within “The Role of the UUSG Board” document*
- *Volunteer to lead and participate in task forces and other needs as defined by the Board.*
- *Be a liaison/advocate, in a multi-directional fashion, for the Board, the Congregation, for Ministry Teams and other groups that they are members of, on behalf of our UUSG Vision/Mission*

This definition will be placed in the leadership orientation packet, and used by the Nominating Committee for informing potential Board candidates.

## **New Business**

Debbie Leoni introduced the topic of when to begin preparing for Lindsay’s departure in 2019 and the process of hiring a new minister. A discussion followed, noting that it may take up to two years for the process to play out, and consensus was that research of UUA guidelines should begin soon and a schedule prepared.

Nancy Christensen said she introduced the concept of a youth *ex officio* member of the Board to YRUU. She was pleased to have five youth interested, and they will begin meeting with the Board in pairs.

The meeting was adjourned at 8:45 p.m.

The next meeting in Tuesday, September 13 at 7 p.m.

Submitted by Jan Miller, filling in for Secretary Pat Vary.