

November UUTC Board Meeting Minutes
November 24, 2015
6:30pm

Present: All Board Members and Rev. Paula Gable

The October Minutes were approved.

The Minister's Report was discussed and one action taken: approval of CRE recommendation for minister to hire two adults to job share the Nursery Childcare Provider position pending background checks. Mark Allison's resignation from his staff position was regrettably noted with gratitude for his service.

Treasurer's Report was received by email and published in the newsletter. Increase in health insurance premiums and necessary alarm system installation and monitoring will be forwarded to Finance for 2016-2017 planning.

Finance: Reports not yet forwarded to all Board Members. Dave mentioned more written financial procedures are recommended in the Financial Review(Audit) and Tara McDonald has agreed to become a member of the Finance Committee.

Old Business:

Roof Insulation: amount beyond \$1000 remaining in Warm & Dry for non-sanctuary areas will be requested in next budget.

New Business:

Congregational Forum, December 2nd will be open to all issues in preparation for visioning

Vision Workshop will be January 23rd, 9-12, lunch, and 1-3. Everyone is invited

iDonate: Approved use of this program through ACS for handling non-cash donation income stream.

Updates were given on Settled Minister Search Task Force and possible Transition Team/GMAC.

Consideration of Stewardship weekend with UUA's Bill Clontz funding request must wait until next year's budget.

Property Policy: Changes by AdCom to changes requested by Property Committee will be referred to Property for review. No vote taken.

Conditions for Use of UUTC: Drafted and approved the following for immediate need.

Conditions for Use of UUTC approved 11/24/2015

- Purpose is to be approved by the minister. Minister may consult the Board if purpose is in question. (Fitting with principles, etc)
- Priority of building usage shall be observed in scheduling. (AdCom October suggestions differ-consultation before final approval)
- A security deposit may be required
- A cleaning fee may be requested
- The Administrator as Facilities Manager shall evaluate the condition of the property following use
- Consumption of alcohol shall comply with any applicable state, county and city law and procedures established by UUTC. A certificate of liability insurance may be requested.

Member Employees Policies: Three policy recommendations were discussed. The following one was approved:

Staff Participation in UUTC Leadership. UUTC staff are ineligible to serve in leadership roles in

UUTC Governance (Board or Committees), on the Governance/Ministry Advisory Council or on Ministry Teams, with the exception of the Staff/Lay Team or as ex-officio advisors as directed by the Minister for Teams that may pertain to the particular staff role.

New Cancellation Procedure Option: Phone Tree associated with ACS is available for \$20 per use. Use as needed approved by consensus.

Respectfully submitted,

Susan Slocum

Secretary