

## **12.22.2015 UUTC Board Meeting Minutes**

6:30pm

**Present:** Rev. Dr. Paula Gable and all Board Members except Gary Kendrick (excused.)

**Opening** words by Paula were taken from Balthazar.

### **Email Votes:**

12.05.2015 Carolyn Fredley and Carol Moore were appointed to the Nominations Committee.

12.02.2015 Tara McDonald was approved as a member of the Finance Committee.

Correspondence received: 2016 Permission for Use of Varsity Street County Parking Lot.

### **Minister's Report:**

Accepted as distributed without full read but with some discussion.

### **Treasurer's Report:**

Received by email. Dave Roberts reported cash on hand still \$91K after 2 months of strong contributions.

**November Minutes** were approved with one correction: Property Policy instead of Building Use Policy.

**Cancellation Procedures** may include use of Selected ACS Phone Tree list. Dave will build lists with Admin RK.

### **Finance Committee Recommendations:**

Board approved the following two:

Approved the release of pledge information to the Stewardship Team within giving levels determined by the Treasurer.

Approved a motion stating that Long Range Planning is an established task of the Governance Ministry Advisory Council and requesting Finance Committee / GMAC collaboration on long range budget and financial planning.

### **Insurance Review:**

Dave reported that our adjuster is happy with steps taken and levels of coverage. Deductible of \$500 may be changed to reduce expected increase of \$170. Will provide stock child abuse/ boundary violation policy. Will provide stock leasing agreement.

### **Property Policy:**

Susan offered to meet with remaining Property Committee members and AdCom advisor to reconcile two sets of recommended changes.

### **Approved New Nursery Care Policy:**

There shall be a minimum of one adult (preferably an employee) and one other person (teenager, employee, or volunteer) present when UUTC provides Childcare or Nursery services.

### **Approved Change to Classroom Policy:**

There shall be a minimum of one adult (preferably an employee) and one other person (teenager, employee, or volunteer) present in classrooms when children are participating in classroom activities that are part of UUTC's ministry.

**2014 Audit Executive Summary and Report for Fiscal Year 2013-2014** were accepted.

- Peg will request recommended written financial procedures and procedures and budget to implement recommended two deep financial management for March Board meeting.
- Paula will draft recommended employee contracts.
- Review by CPA instead of a full audit by a CPA may be appropriate for UUTC. Dave will price for the spring.
- Susan Slocum reported that 2011-12 recommended change of last sentence of this procedure item to “use 10 percent of budget and \$100” had been approved, just needs to be rewritten.

**Transition/GMAC:** will be a combination of Transition Team and Advisory Council during the Interim.

**UUA Stewardship consultant, Bill Clontz:** Any level of engagement needs to wait until next budget.  
Rx: Utilize his blogs now.

**Vision/Mission Workshop** will be January 30<sup>th</sup> from 9-3.

**Executive Session** was declared at 8:12pm. Wayne Smith was excused.  
Executive Session and meeting ended at 9:00pm.

Respectfully submitted,  
Susan Slocum  
Secretary