

UUTC Board Meeting Minutes
September 27, 2016 @ 6:00pm

Present: Gary Kendrick, Carol Moore, Dave Roberts, Kay Webb, Cantey Carpenter, Ben Potter, Wayne Smith, Bruce Kirkman, and Ian Maher.

Welcome, Check-In, and Opening Words: The meeting opened with a welcome by Gary, a check-in with all present, and a reading by Cantey.

Approval of the Minutes: A draft of August 23, 2016, Meeting Minutes was distributed by email prior to the September 27 meeting. Motion was made and seconded to approve the draft of the August minutes. Motion passed.

Presentation by Bruce Kirkman: Representing the Settled Minister Search Task Force, Bruce presented a Minister Financial Worksheet that represents a salary package the Task Force would like to include in the package they will present to perspective Settled Ministers. A motion was made and seconded to approve the recommended salary package. After discussion of the salary package, the motion passed.

Minister's Report: In his report to the Board, Ian shared the two roles that he can play to help UUTC get ready for an incoming settled minister: (1) Offer a mirror so we can see what we look like and how we behave in the eyes of an outsider to the system to help us make good policy decisions and (2) Offer high quality ministry and theological leadership. He discussed the need for Team activities to become mission-driven. He suggested a need to reduce the number of Teams by combining groups with similar functions, thus, reducing the number of Leadership positions required from the Congregation. He emphasized the need for rotation in Leadership positions.

Treasurer's Report: The August 2016 report was emailed prior to the meeting; the report was discussed and accepted.

Dave explained the increased administrative role that Trisha Powers has accepted regarding coordination of nursery workers and requested an increase in her hourly wage. It was moved and seconded to increase Trisha Powers' hourly wage by \$0.50/hour, retroactive to September 1, 2016. After discussion, the motion passed.

Due to the time required by the bookkeeper to administer the Get Out the Vote Grant monies, it was moved and seconded for UUTC to take a 6% reimbursement (\$30.00) from the grant to cover administrative costs. The motion passed.

Finance Committee: There was no report.

Administration Committee: AdCom has updated the 2016 Policy Manual to include all Board approved policies as of 07/19/16. The most current Policy Manual document has the file name *Policy Manual for Board 16.07.19 v2* . AdCom has suggested that it would be helpful for the Board Secretary to become an Ex Officio member of the Administration Committee; the Board concurs.

Property Committee: There was no report.

Safe Congregation Update: The document, “Prevention and Response Policy Regarding Sexual Misconduct, Sexual Abuse and Other Boundary Violations” was emailed to members prior to the meeting. After a final round of revisions to highlighted text within the document, it was moved and seconded to approve the document under a new title, “UUTC Safeguarding Manual,” as amended on 9/27/16. The motion passed. The approved revisions will be made to the document and a final version will be presented to Board members.

Board Operating Guidelines: The document “Board OpGuide KW Draft 16.08.17” was emailed to members prior to the meeting. The Board reviewed the addition of “Procedures for Updating Board Operating Guidelines” and “Procedures for Electing the Settled Minister Search Task Force.” It was moved and seconded to adopt the guidelines as amended. The motion passed. Approved revisions will be made to the document and a final version will be presented to Board members.

UUTC Organizational Structure: Review and revision of the UUTC Organizational Structure was tabled until the next Board meeting.

Beyond Categorical Thinking: As part of the search for a settled minister, the Board has been asked to participate in a UUA recommended “Beyond Categorical Thinking” workshop on Sunday, October 2. Following a single 10:30AM service focusing on the topic, attendees will be served lunch and the workshop will begin immediately after lunch. Board members are encouraged to attend.

Developing a Common, Shared Ministry: Ian gave an overview of how he envisions developing a common, shared ministry in worship, in congregational ministry, and in ministry to the world. He will develop sermons based on a monthly theme and would like to see the theme carried forward from the worship service to the work of the ministry teams and other congregational groups, and to the community beyond. In an effort to empower the congregation to become more involved in “speaking with authority on the sacredness of the world,” he will be training six lay members to take part in Sunday services.

Pride Flag: Ian opened a discussion on the ramifications of displaying a Pride flag on the grounds of UUTC. He recommended taking time and providing space for Congregational input; the Board agreed and will plan a Congregational Forum within the next few months on the issue before any recommendation is made.

Aesthetics Palette: Samples approved by the Aesthetics Team, including flooring samples, cabinetry samples, and a paint sample, were presented to the Board for approval. Motion to approve the Palette was made and seconded; the motion passed. With the approval of the sample selections, a motion to approve expenditures from the Sponsored Projects fund for purchase and installation of the cabinetry for the large classroom and purchase and installation of a TV and DVD player in the large classroom was made and seconded. The motion carried.

Next Board Meeting: October 25, 2016 @ 6pm *(Note: The Board Secretary will be unavailable for this meeting.)*

Adjournment: The meeting adjourned at 8:25pm.

Respectfully submitted,
Kay Webb
Secretary