

Board of Trustees meeting...Oct. 18, 2017 4pm
Board Mission Statement:
"To secure the spiritual and financial future of the Fellowship
by working together with the Congregation"



Agenda: Call to order: President Pete Kersey, 4:04pm

- 1 Opening words...Terry Domino
- 2 Members present: Paul Amaru excused. Present: President Pete Kersey, Treasurer John Tschinkel, Larry Nalepa, Sue Burt, Tom Tierney and Rev Scott Alexander. By phone: John Mahr and Terry Domino. Absent: Susan Schmitke. Guests were Administrator Katrina Pascal and Intern Minister Bobby Kilgore.

In the absence of Secretary Paul Amaru, President Kersey volunteered to take minutes of this meeting.
- 3 Process observer: Sue Burt
- 4 Approve minutes...Sept and AD Hoc meeting of the 24th of Sept.
MOTION: To approve both sets of minutes. Passed
Tom Tierney asked if the final draft minutes could be sent to the board at the same time as the agenda is sent so everyone could see any changes from the initial draft minutes.
- 5 Consent agenda - none
- 6 Treasurer report: Budget/expenses YTD
 - A. Treasurer Tschinkel delivered a multi page report with history, cash flow and bank accounts. The bottom line for the last complete month, September, was \$70,095 income versus expenses of \$69,757. It was requested that future copies of his report be emailed to each board member along with the final agenda.
 - B. Letter of employment for book keeper. After some discussion the Treasurer said he would draft up such a document and pass it by Attorney Tierney and member Rebecca Hornbuckle. Tom said that the final document should look much like the one for Katrina in form.
 - C. The question of an audit was brought up. While not required legally it is considered good financial practice. Since it is part of the By Laws the board decided by consensus that we need to change the By Laws due to the fact that it has been many years since an audit was conducted. President Kersey volunteered to draft up appropriate language to be considered. Such change would be brought to the congregation at the Annual Meeting in April.
 - D. Attorney Tierney will draft up appropriate language to add an indemnity clause to the By Laws to protect the officers and board members.
- 7 Minister's report:

A. Absence of minister and administrator at the same time...who is the go to person in that event? After some discussion it was noted that volunteers working the desk had the ability to phone long distance to either Rev Alexander or Administrator Pascal if neither were in the office to answer a question. Another source would be the current Board President.

B. Rev Alexander reported that the Shelter Rock UU is putting up \$5 million to be distributed to Fellowships around the country in the form of a 10% challenge grant. Any new donation to a Fellowship in wills, beneficiary etc, will be matched by a 10% donation from Shelter Rock. So a \$100,000 new donation would be enlarged by \$10,000. He and Chair of the Endowment Committee, Eva Heifetz, will put on information sessions to explain and promote this to our congregation.

C. Rev Alexander reported that he is donating the cost of replacing the parquet flooring in our lobby.

MOTION: AUTHORIZE THIS TO BE PLACED ON THE GIFT LIST.

Approved.

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Board committee reports:

Finance cmte will meet Oct 26. Chair Rod Baker reports their first order of business is to start the budgeting process.

Endowment: meets at least quarterly

Leadership: Sue Burt, Pete Kersey met and suggested we need a name change for this program, other than Leadership. Rev Randy Becker was suggested but he is not available for an April seminar. Rev Alexander suggested perhaps the local United Way could provide such a seminar leader. He will make inquiries.

Ministries: Cindi Jorgensen - no report

Bridges: Suzy Bromwell - no report

Facilities: report received

A. Board goals

1. Involvement, education, Transparency—Founder's Day event scheduled for Jan. or Feb...Pete Kersey, Larry Nalepa
2. Keep the question foremost: Who are we as a religious congregation? Terri Domino. Task force will meet in January RE: survey
3. Ideas/expansion--WQCS adv.plan--Paul Amaru. Paul and Earle Beasley will meet with the minister Wednesday, November 8th.

On the subject of advertising, Bobby Kilgore volunteered to start working on keeping our Facebook page updated.

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Old Business:

A. Stewardship...new chair. Sue Burt, Pete Kersey and Rev Alexander will meet Friday and go over the directory to come up with some

recommendations. The phrase "In Times Such as These" was suggested as a slogan for raising pledges.

B. Formation of Long Range Plan

It was decided by Consensus that it would be a good idea for the Board to meet in January on a Saturday morning and begin work on a multi year plan and decide about a committee later. A date for such a meeting will be set during the December meeting of the Board.

9 New Business:

A. insurance professional liability increase for officers from \$100k to 1m, recommended by Attorney Tierney. Katrina explained that the cost would be \$750 a year instead of \$150 a year. However the overall cost of the insurance policy is dropping by about \$500 for a significant savings in that premium.

MOTION: AUTHORIZE THE INCREASE IN PROFESSIONAL LIABILITY COVERAGE IN THE CHURCH MUTUAL POLICY FROM THE CURRENT \$100,000 TO ONE MILLION DOLLARS. Passed.

B. Legal opinion re UUFVB tax status - invoice.

MOTION: AUTHORIZE PAYMENT OF INVOICE IN THE AMOUNT OF \$578.04. Approved

This legal work covered the tax status of revenue produced by Emerson Center and a determination that the Fellowship was not liable for internal revenue tax payments.

C. change December Board meeting to 13th 4pm...exec. Dec 1, 11am

D. Process observer remarks...We did very good and President Kersey did a good job keeping us focused.

Reminders: Exec meeting will be Nov 3, 11 am...Board is Nov 15th 4pm

Meeting adjourned at 5:40 pm