

UUSD BOT 8/9/2022 Meeting Minutes

Last Updated 8/24/22

ATTENDING:

Paul Barnette, BOT
Laura Borsdorf, BOT
Allan Cairncross, EPC
Linda Defeo, EPC
Susan Göekler, S&EJ
Gwen Johnson, Contract Team
Chris Leslie, BOT
Mary Leslie, EPC
Rand Lytton, Governance Team
Linda Marsden, BOT
Jane Miller, BOT
Rev. Heather Rion Starr, Minister
Kent Sprunger, BOT
Lee Wheeler, Member
Richard Wheeler, BOT

Pre Meeting Check-Ins

Chalice Lighting/Meditation (Jane Miller agreed to provide 8/24 meditation)

I. President Barnette called the meeting to order @ 10:10 AM

II. Approve Proposed Agenda

The proposed Agenda was approved with Kent Sprunger moving to approve with Jane Miller seconding. Vote to approve was unanimous.

III. Approve BOT 7/27/22 Meeting Minutes

Jane Miller moved that the 7/27/22 BOT meeting minutes be approved. Richard Wheeler seconded. The minutes were approved unanimously with changes to spellings for Cairncross and Pat Schaeffer in Attending List noted by the Secretary.

IV. Review and Approval Final FY2022 Year End Financial Documents

Kent Sprunger provided a review of UUSD's June and FY22 YTD Income & Expense Reports for Operations & Capital Funds, the June 2022 Summary Balance Sheet and a written narrative detailing highlights for this information. UUSD was described as in

excellent financial health at the close of FY22 and the beginning of FY23.

The BOT then discussed the need to consider conducting an appraisal of UUSD's buildings and grounds to determine if we are carrying enough insurance given the value of UUSD's buildings and grounds may be now more than the \$1,608,132 reported in the FY22 Balance Sheet. The Co-Finance Chairs agreed that a discussion by the committees responsible for this issue needs to be had, e.g., the Finance Committee and PMC, and let the BOT know what is determined.

Following a discussion of this information a motion was made by Chris Leslie and seconded by Linda Marsden to approve these reports as submitted. Vote was unanimous to approve UUSD's Final FY22 Year End Financial Documents.

Kent Sprunger also told the BOT that the Finance Officers are investigating how best to migrate our financial data from Power Church to Quick Books and how UUSD might store financial data from prior years.

V. Items for Discussion

a. Update on Contract for Consulting Services from Mark Ewert

Allan Cairncross and Linda Defeo, in conjunction with the Contract Review Team rep, Gwen Johnson, led a discussion of the language in the contract for Consulting Services from Mark Ewert that was updated to reflect changes the Contract Review Team recommended be made with the exception of changing the Governing Law from DC to DE. Supporting documents for this discussion included the updated Agreement for Consulting Services and the comments the Contract Review Team provided in writing to the EPC for the Agreement itself and Mark's larger, written description for the scope of work that UUSD might engage him for once the Next Step Process is completed by December 2022.

Following a review of the contents of the contract as well as the process whereby the Contract Review Team and EPC used to provide the UUSD BOT with the final version of the proposed contract, a motion was made by Richard Wheeler to accept the **Stewardship for Us Contract for Consulting Services** as presented to the BOT today. It was seconded by Jane Miller and unanimously approved by the Board. President Barnette signed the contract and Richard Wheeler provided a check to be mailed to Mark Ewert for 50% of his \$3500 fee or \$1750.

b. Review of Ministerial Evaluation Materials

Rev. Heather provided the BOT in writing with the Ministerial Evaluation Process

she is requesting along with a form, Ministerial Evaluation/Input Gathering Form, she would like to be used to conduct her first annual review. Paul Barnette, Chris Leslie, and Laura Borsdorf agreed to serve as the short-term, Board-Appointed Evaluation Team so this process can be completed within the requested September - December time-line. Paul, Chris and Laura will meet to review these materials and then meet with Rev. Heather to select the people who will be invited to participate in Rev. Heather's evaluation process per the description in the Ministerial Evaluation Process narrative. The Evaluation Team will report back to the BOT on 8/24 what steps will have been taken by then.

C. Review of the minutes from the joint BOT/LDC meeting July 27, 2022

The BOT discussed the content and outcomes in the meeting minutes between the LDC and the BOT held on 7/27/22. The discussion focused on the current self-nomination process LDC uses during which Rev. Heather shared her concerns about how the process unfolded this past spring. Due to how the self-nominating process did unfold last spring it was decided that the BOT will ask the LDC to revisit the self-nomination process as it is currently structured. It was decided that this will be done at the next scheduled BOT/LDC meeting on 10/25/22 with some concerns about waiting until then being expressed.

The BOT then discussed scheduling for FY23's Annual Meeting. UUSD's Annual Meeting is slated to be held on a Sunday in June in UUSD's By-Laws so Rev. Heather asked the BOT to schedule the annual meeting and pre-meeting information session. After some discussion the BOT opted to schedule the FY23 Pre-Annual Meeting information session for Sunday June 4th and Annual Meeting for Sunday June 11th leaving Sunday June 18th as the end of year celebration Sunday.

d. Review of Latest Version of UUSD Congregation (Organizational) Chart

Kent Sprunger reviewed that latest changes to this chart dated 8/7/22. All agreed this is in order for now and can be presented to the Church Council on 8/26/22.

e. Discussion of Governance Review Team's Draft of Review of Bylaws Membership Section

Rand Lytton led a discussion of the proposed changes to the current Bylaws Membership Section on behalf of the team members, Pat Murdock, Mack Goekler, Donna Dolce and himself.

Since the document did not indicate what language was changed in the document presented, Rand agreed to revise the Bylaws Membership draft to indicate with strikeouts what language is being proposed for removal and with italics what language is being proposed for adoption. Chris Leslie agreed to email Rand with this request so the Bylaws Membership Section proposed changes can be reviewed by the BOT clarifying what is proposed for deletion and what is proposed for adoption.

f. Update on the 8th Principle Implementation Process

Susan Göekler, representing the 8th Principle Task Force, informed the BOT that the Task Force is exploring how to guide and support the implementation of anti-racism, action items related to the 8th Principle adopted by UUSD in June. The discussion with Susan determined that drafting a charge for this project would be helpful so Susan agreed to write a draft of a charge for this task [to *bring back to the BOT and then?*] and present the proposed charge to the Church Council on 8/26/22 for their input regarding what structure they support being designated to guide and support the implementation of action items, e.g., those identified by the various UUSD groups and Committees that in their 8th Principle Surveys. Some present supported the creation of a S&EJ Sub Committee for this project while others supported the creation of a stand-alone, BOT committee. Input from the Church Council will be appreciated and taken into consideration.

VI. Meeting was adjourned at 12:45 PM

Next BOT meeting is Wednesday, 8/24/22 at 3:30 PM via Zoom

Respectfully submitted,

Chris Leslie, Secretary