

**OUUC BOARD MEETING MINUTES** Thursday,  
October 10, 7 – 9:30 PM OUUC – Classroom 3

*We are a liberal religious community that opens minds, fills hearts, and transforms lives.*

**Board Officers Present:** Arnold “Fritz” Wrede, President; Christine Parke, Vice-President; John Tafejian, Treasurer; Barry Zickuhr, Secretary

**Members at Large Present:** Rob Radford, Don Melnick, James Trujillo

**Ex-officio Member:** The Rev. Mary Gear

**Members absent:** Sarah St. Clair, Brian Coyne

**Congregational members:** n/a

**Opening Words,** Barry

**Welcome and Check-in**

**Reviewed agenda**

**Consent agenda** – approved (two name corrections)

**Congregational members** – none present

**Quarterly Financial Updates** (See attached)

E-sales are doing great, above expected revenue. Board will send a thank you to Susan.

Share the Plate is doing great. Going to be reported differently for ease of understanding.

John will monitor checking balance because we got down to \$20K, which is low. It was a timing issue of expenditures/revenue deposits, so not a revenue problem, just a timing issue.

Discussed stewardship. Reviewed how the pamphlet was developed, and why some pie pieces (Faith in Action) are so small.

Meeting is set (John, Fong, Linda Seltzer, Mary Welsh) to organize moving to Realm Accounting. Specifically working on the chart of accounts and how we keep track of spending in order to report. Switchover on Jan 1.

Question on how security will be handled as Realm is a cloud application.

**December Congregational Meeting** – December 8, 1:15pm following the potluck. Approved, Unanimous.

Mary will coordinate with Sara on child care.

Fritz called for team to work on agenda. Chris, Don & Rob volunteered.

Barry will coordinate the meeting notice with Darlene

**Discuss connecting with groups** – Board members have previously met with or joined groups.

Talked about different ‘caucuses’ within the congregation – potlucks (youth, parents). Concern about

Operational vs vision – how to we frame the discussion/questions? We should be specific about what we’re expecting, why we’re there? Take the opportunities that come up to educate and elicit opinions and to listen.

Be careful to redirect if operations, but listen and affirm.

One topic to push forward is moral ownership – solicit their thinking about what are we trying to do? What is our direction? Foster that discussion in a lot of place if possible. Maybe a script and approach to drive the discussions. We’d want a team to develop that. This will be good for setting up the exploration of the ends statements next year. James, Don & Fritz will work on it. Fritz will talk with Sara about joining too.

Jim & Martha Nicoloff will be starting up the listening project again.

**Property Sale Discussion** – what is the process to engage the congregation to sell this small disconnected property? County owns a small adjoining piece, and the property owners next door want to acquire both.

May mention this at the meeting. We don’t need to go to a congregational vote because the property value is less than 10% of budget (15%?)

### **Ministerial update**

Stewardship is proceeding well, Mary has been to three meetings so far, we're at \$180K. People are happy with worship. Membership class started on Tuesday – 31 People (!) registered, 25 attendees. Most energy was around covenant. Sara Lewis has picked up the role that Bonnie during the vacancy, and is able to handle the load.

Community Life position – second interviews will be finished next week. There is a panel of 5, with a diverse group of interviewees.

Mary is working on setting boundaries. Board will support Mary in setting boundaries. One specific boundary is around calendaring and events. Groups must be approved by accountable person for that ministry. There are some struggles, and Mary would like the Board to be in conversation with her.

Policy governance – Mary has contracted Roger Burchousen as a Policy Governance Coach. Roger is now head of the Partner Church Program. He's offered a training for the Board that can be recorded for future board members. Roger is willing to do a 2-hour or two 1-hour sessions.

Question for Roger - are there any articles with practical "what do we need to do now?"

Asset protection – Mary reviewed the interpretations Eric did. There are 3 incomplete, and the first one (2.6.1) needs work. There are two that need clarification from the board – 2.6.2 & 2.6.5. 2.6.2, we don't have a fidelity bond, and are not budgeted for it.

2.6.5 - \$1k might be low. John & Barry will look at Bonding & 2.6.2.

Insurance review, Steve Tilley worked with that before, and John will check with him.

**Moved to amend agenda based on time – rescheduled Disruptive Behavior Policy & Hotchkis Book discussion to next meeting.**

## 09/30/19 Financials

**Revenue:** Total Pledge Income received through June 2019, \$318,138 - 98% of pledged amount; E-Sales are doing great. Other Income is behind budgeted amount.

### Ministry Expenses:

<b>Ministry:</b>	<b>2019 Total Budget</b>	<b>Period Activity</b>	<b>2019 Expense YTD</b>	<b>% of YTD Budget</b>
Spiritual Life	\$6,100	\$497	\$5,694	125%
Faith Development	\$10,575	\$3,251	\$9,122	122%
Resource Ministry	\$36,017	\$4,670	\$24,496	91%
Faith in Action	\$900	\$0	\$158	8%
Community Life	\$1620	\$0	\$316	26%
Executive / Administrative	\$196,190	\$18,390	\$146,104	107%
Personnel	\$235,741	\$20,072	\$180,168	100%
<b>Total:</b>	<b>\$488,574</b>	<b>\$38,972</b>	<b>\$366,058</b>	<b>102%</b>

### Notes:

- Expenditure Notes: Board Leadership Training - zero spent YTD (\$800 available). Faith Development - Benev \$3,400.
- Year-to-Date balance, Revenue minus Expenditures = \$5,952

### Equity Fund Activity:

<b>Select Reserve Funds</b>	<b>Balance</b>
General Operating Reserve (5%)	\$24,428
Property & Land Equity Balance	\$1,375,800
Endowment Fund	\$329,111

**Balance Sheet:** Checking Account balance on 10/10/19, is \$48,640.

Endowment Team - The move to UUCEF is complete. There is still a small balance in the Vanguard account that is part of the endowment fund. We want to keep that account for transferring stock when members gift it to OUUC.