

OUUC BOARD MEETING MINUTES

Thursday, February 11 7:00 – 9:00 PM on Zoom

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

Board Officers Present: James Trujillo, President; Christine Parke, Vice-President; Jason Martinelli, Treasurer (late); Barry Zickuhr, Secretary

Members at Large Present: Brian Coyne, Diana Finch, Rich Kalman, Wendy Endress

Ex-officio Member: The Rev. Mary Gear

Members absent: Sally Alhedeff (approved leave of absence)

Congregational members present: none

Opening words: Brian

Check in everyone

Review Agenda James reviewed the agenda.

Consent Agenda – approved

Congregational Member Concerns/Comments no members present

Discussed employee time of service awards

Ministerial Report

- Decision on HVAC.

Received 2 bids, best one was clearly the lower bid (!). \$8,010. Rev. Mary requests Board permission to spend up to \$10,000 on the first phase of the contract. The bid was detailed on the hours for this phase (the assessment). This assessment will help inform phase 2 costs.

Moved to allow Rev. Mary to spend up to \$10,000 for phase one on the recommended firm for assessment of our HVAC system. Chris moved; Brian seconded. **Approved unanimously.**

Reviewed Rev. Mary's recommendations for the 2020 Budget Surplus. Discussed the remaining \$8,042.

Moved to accept Rev. Mary's recommendations for the 2020 Budget Surplus (attached, #1-5) for a total of \$15,082. The remaining \$8,042 to be put into a Budget Surplus reserve fund. Jason moved; Brian seconded. **Approved unanimously.**

Committee reports

- **VME**

James reported on status. 102 people responded to the internal survey. 11 have responded so far on the external survey. Cottage Facilitator meeting went well. Facilitators wanted the flexibility to go up to 90 minutes, questions have been edited to help to bring the time down to 60 minutes.

Communications – Chris noted that Jake spoke with the staff and that went well. Facilitators wanted a mini-zoom training. Training will be Saturday, but it needs to be announced ASAP. Things are going fast and Jo & Darlene have been very helpful.

Writing – Rich noted that he has got 3 volunteers: Jean Phillips, Helen Henry, and Martha Nicoloff. Noted that Sara's class helped to have him recognize that doing formal recruitment is better than just calling people. Rev. Mary noted our Facebook page is well read and might produce a more diverse group of writers.

Monitoring – James reported we have identified 3 people and are pursuing them – Des McGahern, Melissa Denton & Wendy Tanner.

James needs to get a "save the date" out to the congregation for the Appreciative Inquiry sessions. 5th, 7th and 14th. This is an "all three meeting" thing so we need to get it out to everyone ASAP.

- **Calendaring**

Met last week. Reviewed the charge, Mo & Jeff presented previous work. Meeting again next week to build proposals to the Board. Biggest puzzle is navigating stewardship. People have thought hard about this in the past

and it has been challenging. It may have been instability in the leadership of the church, and it wasn't right time with other issues going on.

Rev. Mary noted that with any proposals, staff capacity must be taken into account. Without knowing the plan, it is difficult to determine what the needs might be. Prioritization is important.

This will require congregational approval because it does include Bylaws changes.

- **Endowment and Legacy Gift**

No major work has been done as yet, Jason & James are preparing and planning. Jason started reviewing the policy to see what the issues might be.

Quarterly Financial Report

Jason reviewed the budget report (attached).

Listening Session Schedule

Next listening session is ... there was confusion on the Q&A Session vs the Listening Session. Brief presentation on the VME project. Board will take the next 3 months. James will add a "coming attractions" at the end to plant seeds. Goal is for as many Board members as possible to join.

Review new business and assignments for next meeting

Tasks and assignments:

- **Rev. Mary will send out a note on the Q/A session**
- **Chris & Diana will get a "save the date" note out for the Appreciative Inquiry sessions**
- **James will send out a PowerPoint draft on Q/A**
- **Rich is writing up a job description for writing sub committee**
- **James will get the gift from the Board for staff**

James reviewed the meeting and gave us a B+

For next meeting (Thursday, March 11)

Chris will do opening and the closing words

Jason will grade the meeting

Wendy will do the board video

Closing

Respectfully submitted this 11th day of February, 2021 by Board Secretary, Barry Zickuhr
