

OUUC BOARD MEETING MINUTES

Thursday, October 8, 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; Barry Zickuhr, Secretary

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

Ex-officio Member: The Rev. Mary Gear

Members absent:

Congregational members present: none

Opening words: Brian

Check in everyone

Review Agenda James reviewed the agenda.

Consent Agenda – Moved minutes to agenda for clarification

Congregational Member Concerns/Comments none

Ministerial Report

No comments on ministerial monitoring report (attached).

Ministerial agreement.

James noted that Minister's salary is not tied to the other staff salaries. Rev. Mary noted there are reasons to not tie the two, as in last year when there was a raise for the staff but Rev. Mary was in her first year.

For salary changes, we can do an addendum as needed, after the budget passes.

Noted that we just review the agreement, not renegotiate every year. This is from the UUA boilerplate, so it is pretty standard.

Committee Reports

- Financial Report

Meeting is after this one. Quarterly report will be shared at the next Board meeting

- Capacity Planning

Building detailed mitigation plan per state requirements. Lots of detail. Especially as guidelines change and progress.

Music has been a big issue with guest singers, etc. Troy's got a long cord for guests across the room
State has no guidelines about toilets as yet.

- Stewardship

Good energy. 17% with 40 donors so far. People at the large donor event bought up the idea of a capital campaign to retire the debt.

- Revenue Enhancement

Has not met since last meeting – will meet on the 20th. Will have recommendations for Board next month, with questions on the endowment and other items.

Major Donor Event report

Lots of energy, very good. Rev Mary did all the "hard work" according to Chris. Some people thought the zoom meetings were better than the previous ones.

Question on how much of the budget is tied to the major donors. Rev Mary noted it was a bit higher than it should be. Chris noted they were mostly long term members, not many new ones.

Question on the “cutoff” of what constitutes a major donor. Rev Mary will find out.

James raised the question on whether the Endowment Committee is meeting. The Revenue Enhancement committee may bring forward the concept of Legacy Gifts instead of Endowment. These can be directed as needed instead of in the endowment restrictions.

Review Board Priorities

For first section, what constitutes “community”? Discussed this – one thought is to define community as “friends and members of the congregation (and possibly in the long term, the larger Olympia community.”

Is it OK to be ambiguous? The consultant may not like that.

Perhaps remove “potentially” from Fiscal/Church year re-alignment. We need to do this.

James added some changes. He will forward to everyone.

It was noted that people brought up the expansion during the major donor events.

Listening session topics

- October – Board & Minister priorities

October 18, Chris will lead, Brian, Wendy, Barry and others will attend. James will provide PowerPoint with high level priorities. Rev Mary will have her own slides as well.

- November – Budget?

We need to meet on the budget as the board to adopt it, then have an introduction to the congregation prior to the Congregational meeting.

We’ll bring up listening sessions in the November meeting.

Moving the board meeting to December 3 to review & approve budget.

Congregational budget Q/A on December 6.

Congregational meeting on the 12th.

September minutes

Minutes changed and approved unanimous

Review new business and assignments for next meeting

Tasks and assignments:

Sally will do the monthly board video

Rev Mary will find out the %of budget that is the “Major donor” qualification.

James will make changes as noted to the Board Priorities and send to everyone

James will develop a high-level PowerPoint for the Listening session on October 18

Chris will lead the Listening Session with other Board members attending.

Barry reviewed the meeting and gave it an overall “Mostly”, or B to B+ evaluation.

For next meeting (Thursday, November 12)

Rich will do opening and Diana the closing words

Wendy will grade the meeting

Closing Brian

Respectfully submitted this 8th day of October, 2020 by Board Secretary, Barry Zickuhr

Monthly Informal Report, EL Policy 2.8.: Communication & Support to the Board

Olympia Unitarian Universalist Congregation

For October 8, 2020 by Rev. Mary Gear (completed 10-4-20)

- *The Minister shall not cause or allow the board to be uninformed or unsupported in its work.*
- *Further, without limiting the scope of the foregoing by this enumeration, the Minister shall not*
 1. *Neglect to submit monitoring data required by the board in Board-Management Delegation policy "Monitoring Minister Performance" in a timely, accurate, and understandable fashion, directly addressing provisions of board policies being monitored, and including Minister interpretations consistent with Board-Management Delegation policy "Delegation to the Minister," as well as relevant data.*

We decided to suspend the monitoring schedule for now.

There is to be an annual review of the ministerial agreement. At your request, I sent a copy of the agreement for Board review.

2. *Allow the board to be unaware of any actual or anticipated noncompliance with Ends or Executive Limitations policies of the board regardless of the board's monitoring schedule.*

I am not aware of non-compliance with Executive Limitations.

3. *Allow the board to be without information required periodically by the board or let the board be unaware of relevant trends.*

Financial transition update: The Realm Accounting transition is done, and we are getting the reports that we need. Right now, we are showing a significant surplus in addition to the PPP funds. I have asked Darlene & Mary Welsh to review the revenue and expenditures for the year to ensure that we are tracking correctly and that our accounting is accurate. (The amount of surplus seems extraordinary and I want to make sure it is for real.)

Stewardship: We are underway with the stewardship drive. By the Board meeting, James, Chris and I will have met with our highest donors and can give an update on those meetings. Sally Brennan deserves a medal.

Worship and Programs: We are back to higher Sunday service attendance, which runs about 155-165 logins. There are usually 20-25 logins with more than 1 person, so I estimate our attendance at about 180, which is a bit more than when we were in person. Fall RE programs are underway.

4. *Let the board be unaware of any significant incidental information it requires including anticipated media coverage, threatened or pending lawsuits, and material internal and external changes.*

No new risks to note.

5. *Allow the board to be unaware that, in the Minister's opinion, the board is not in compliance with its own policies on Governance Process and Board-Management Delegation, particularly in the case of board behavior that is detrimental to the work relationship between the board and the Minister*

None noted.

6. Present information in unnecessarily complex or lengthy form or in a form that fails to differentiate among information of three types: monitoring, decision preparation, and other.

7. Allow the board to be without a workable mechanism for official board, officer, or committee communications.

We agreed to use Realm for routine communication and e-mail for sensitive or confidential issues.

8. Deal with the board in a way that favors or privileges certain board members over others, except when

(a) fulfilling individual requests for information or

(b) responding to officers or committees duly charged by the board.

If you have any concerns in this area, please let me know.

9. Fail to submit to the board a consent agenda containing items delegated to the Minister yet required by law, regulation, or contract to be board approved.

I am not aware of any.