

## Board of Trustees Meeting Minutes

May 13, 2021

*A Loving, Just and Healthy World – We welcome, wonder, embrace, empower, bridge and become.*

**Board Officers Present:** James Trujillo, President; Christine Parke, Departing Vice President; Arlene Colerick, Newly Elected Vice President; Barry Zickuhr, Departing Secretary; Rich Kalman, Newly Elected Secretary; Jason Martinelli, Treasurer.

**Members at Large Present:** Amy Bertrand, Brian Coyne, Diana Finch, Eric Ness

**Congregants Present:** none

**Opening words:** Rich

**Check in:** everyone

**Review Agenda:** James reviewed the agenda

**Consent Agenda:** approved April Minutes

### **Election of Board Officers:**

- The following trustees volunteered to stand for office and were elected by the board unanimously: James President; Arlene Vice President; Rich Secretary, Jason Treasurer.
- The following trustees volunteered for these duties: Legacy Planning Diana, Liaison to Leadership Development Committee Amy, Health and Safety Task Force Liaison Brian, Liaison to Stewardship Committee Eric.

### **Ministerial Report/HVAC Update/Parsonage Request:**

- The board needs clarification on which of the reserve funds are the official Long-Term funds (e.g. Building Major Maintenance Fund and Operating Reserve Fund).
- The HVAC upgrade will happen in two stages.
  1. For Health and Safety, increase ventilation and air exchange in the Sanctuary.
  2. Replace 4 furnaces that are beyond their rated service life with more ecological heat pumps.

The board unanimously voted to approve spending up to \$74,000 to proceed with stage 1 and to get an engineer to do a high quality cost estimate for stage 2. The funds for this will come from the Building Major Maintenance Fund, Operating Surplus and the PPP. This passed unanimously, with thanks to Don Melnick and Gerald Dodson for their assistance with the planning.

- The board unanimously approved increasing Rev Mary's Parsonage Allowance from \$3,000 to \$5,000 for tax purposes due to her increased moving expenses. This will not change the amount of her overall compensation.

### **Financial Updates:** Treasurer's First Quarter Report

- Income, primarily from pledge contributions are coming in ahead of schedule. Expenses are below what had been budgeted.

**Vision, Mission, Ends Adoption:** The Board voted unanimously to adopt the new VME statement as recommended by the VME Leadership Team. There is a working draft of a VME Monitoring Plan in process.

### **June 5<sup>th</sup> Board Retreat Planning/2021-22 Strategic Priorities:**

- Weather permitting, the retreat will take place outdoors at the home of Rev Mary from 9:00 AM to 5:00 PM. There will be a Pot Luck Lunch.
- Agenda Items:
  1. Team Building
  2. Orientation Checklist for new and continuing members to do over the next three months
  3. Strategic Priorities
  4. Operational Priorities – the new fiscal year
  5. Ministerial Priorities – Themes related to the new Vision, Mission, and Ends
  6. Regular Board Business (in place of the June Board Meeting)

**Recognition of DRE:** Discussion tabled until a time closer to Sara's ordination.

**Executive Session:** Discussion of a personnel matter.

**Grading:** Brian graded the meeting and gave us an "A"

### **Review Assignments and Topics for next meeting:**

- **James** will present more information about Monitoring the VME at a future meeting.
- **Diana** reminded the board that she will buy ice cream bars for the June 6th Ice Cream Social to celebrate our OUUC community and the adoption of our new VME from 3:30 to 4:30 to be held in the parking lot. **Rich** will provide a cooler and ice. **James and family** will help distribute the ice cream.
- **James, Rich and Diana** will plan the release of the new VME statement.
- **Diana** opening words at the June 5<sup>th</sup> board meeting
- **Eric** – closing words and grading the meeting

Respectfully submitted this 12th day of August, 2021 by Board Secretary, Rich Kalman.

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