UUCA Board of Trustees Meeting Minutes
23 Edwin
March 5, 2019

Present: Nora Carpenter, Bruce Larson, Diane Martin, James Schall, Ryan Williams; Mark Ward (ex-officio)

Chalice Lighting/Opening: Diane

Getting to Know One Another: We each shared reflections on where we are on our personal journeys.

What's Happening: Mark reviewed several aspects of his monthly report.
Solar Panels: The project is nearly complete!

Wake Now Our Vision: UUCA raised more than any other congregation during this UUA planned giving fund-raising project, with more than $2 million in new planned gifts. As a result, we will receive about $138,000 in unrestricted funds. The funds may be used to pay off our mortgage.

ABD: The campaign had great energy and creativity and the results so far are very good.

The Wednesday Thing: Attendance is down a bit and we're not sure why.

Service Animals: Venny, Linda and Mark will take responsibility as contacts for any issues that might arise with service animals and their owners.

Annual Budget: The budget will be presented in April a congregational town hall meeting, proposed for May 5 after the second service.

Limitation E (Asset Protection):
Mark reviewed Limitation E and there were no questions or concerns raised.

The Board reviewed the "Hiring for a Healthy Congregation" criteria. The wisdom of including the company name "Intellicorp" on the form was questioned, as the company could change. Mark will check with Linda and others and report back.

Review of UUCA Policy Governance Document: We finalized review of the document. The wording of *IV. Executive Limitations, Policy F. Planned Giving* was changed to accurately reflect the status of UUCA's current funds. The wording ". . .and Funds" was added to the Policy F title to now read: *Policy F. Planned Giving and Funds* and the word "endowment" was struck from the sentence: "*The Executive shall not fail to maintain two general ~~endowment~~ funds."* The word "endowment" was changed to "fund" in the first sentence of the description of Fund B*:* "A Board-created ~~endowment~~ fund into which all bequests and planned gifts unrestricted by the donor(s) must be placed. . ." The rest of Policy F remains the same.

Under *Policy G. Execution of Contracts*, number 3: Mark will check to see if the amount of $2,500 needs to be raised. (currently reads: " Seek bids or make cost comparisons, as appropriate, in all cases involving expenditures in excess of $2,500.")

Under *Policy H. Communication to the Board of Trustees and Congregation*, number 3: Mark will check with Linda regarding the "up-to-date written narrative" mentioned here. Under number 6. The number of days after the end of each fiscal year during which the financial books and related records be made available for audit was changed from 60 days to 90 days.

Bruce and Diane will present and execute the changes to the Policy Governance Document.

Leadership Development Committee: Bruce met with them last week. They have 27 potential BOT candidates. The committee will contact Ryan Williams who has expressed interest in continuing on after his current term expires. Two new members will replace Bruce and Diane. The 2019-2020 BOT will choose their board officers (President, Vice President, Scribe) at (immediately after?) the June 2 annual meeting.

Board Budget: The 2018-2019 BOT has not yet spent its allocated $2,000. The BOT may sponsor a "staff appreciation" event in June. A motion was made and passed to spend $3,000 to supplement 2019 GA expenses for delegates, with a minimum of $200 per delegate.

Consent Agenda: The minutes of the February 5 meeting were moved and approved.

Closing: Diane
Executive Session

April Volunteers: Dishes (Louise), Dinner (James), Reading (Nora) Blog (Diane):
Minutes*: Diane Martin, Clerk*