



UR BOARD MEETING MINUTES 2/21/2017

PRESENT

Ann DeMichael (AD), Alex Then (AT), Charlie Bowman (CB), Christopher Naughton (CN), Ed Rosquist (ER), Jim Hutson (JH), Michele Peters (MP), Reverend Paula Mekdeci (RevP), Starr Janicki (SJ), Theresa Cyrus (TC), Valerie Winters (VW)

CN read The Daily Word and RevP led the Board in opening prayer. SJ called the meeting to order at 6:34 pm

UNFINISHED/ONGOING BUSINESS

ACTION ITEMS (AT): Reviewed and revised, *See* Action Items report for Feb 21, 2017

P&P REVISIONS (AD, SJ, ER): Have obtained conditional approval of P&P as written; will begin printing and producing the Introduction soon. It needs to be assembled so that it can be viewed as one document and we need to include a “version control” identifier so that the approved version stays clean. The entire document needs to be added to the website, so members should speak with Joyce about this issue. The project should be completed by the March BoT meeting. AT, as VP, has now joined the P&P committee, and SJ has stepped off.

STRATEGIC PLAN (SJ, RevP): Tabling discussion of this topic until March meeting. Noted that Joy Wilder talked to the Board last about the Strategic Plan, when the planning committee broke the topic into objectives. Suggested that rather than simply update the Plan, it should be reconfigured; may want to include as part of Board training with Pat Bessey, perhaps even off-site; entire Board needs to be engaged in this.

UPGRADE FOR BOOKSTORE POS SYSTEM (VW): The new POS software for the Bookstore – “AccuPOS” and QuickBooks, is installed as of Feb 22, 2017. Bookstore staff will be trained on the system and our contract computer support, Thiery, has completed installing on the desktops. The Bookstore re-opening will be delayed until the first weekend in March. The Board once again thanked Valerie for her service on this project.

DONOR APPRECIATION NOTES (VW): The next highest donors have been identified and thank you cards will be available in Board mailboxes for correspondence.

CAPITAL CAMPAIGN (RevP): Committee members now include RevP, LP, ER, CB, and AT. Members will be meeting soon to devise plan for bringing new donations in from new members and stepping up donations from others. We need a new drawing (from FIC committee?) to present at gatherings and for the Community Forum scheduled in April. Need to put some pressure on the architect to get those to us.

SOUND, LIGHTING, A/V (RevP, AD, CN): We need a professional sound/light/A/V team, including a manager. There is currently no job description for this proposed position, but RevP believes the need is urgent to spell Cory and Humphrey, but she understands that there are current budget concerns regarding hiring more staff at this time. In fact, a 3rd person will be joining Cory and Humphrey as a volunteer, so this may ease staffing costs. AD noted that the lighting is actually very easy to handle once you are trained as it is all done on an iPad, so suggested that we find one person to personally invite to volunteer to be on this team: *AD, RevP, TC, AT, and CN will all find one person to volunteer by March meeting.* CN continued to promote the necessity of a professional AVL staff member working 8-20 hrs/wk depending upon budget; might be able to use the Templeton grant from UWM for this so that we can obtain live streaming capabilities as soon as possible. There are some members who are grant writers who may be able to assist. CN will contact. S/L/A-V will be handled by Music Director at new Wednesday evening services.

BOARD RETREAT (RevP, TC, ER, AD): Pat Bessey will train the Board; lunch will be provided by UR TC will speak with Judy Hackmann and YOU to coordinate); AD to check with Kiptopeke for possible dates and get back to Board with further info

ON-TIME BOARD MEETING STARTS (MP): Request made to begin meetings promptly as being respectful of others' time and commitments, regardless of whether all members are present. Group agreed unanimously.

NEW BUSINESS

COMMUNICATION BETWEEN BOARD MEMBERS (SJ): Email is preferred method of communicating; if requesting feedback, give cut-off date by which it is expected; remember that the written word is forever, so be positive and remain cognizant of privacy issues.

SACRED LEADERSHIP (SJ): Discussion of assignment of Board members to Sacred Leadership roles was made; *See* document for changes

BOARD AND DIRECTOR DINNER (SJ, RevP): Directors of the various teams at UR will be invited to dine with the Board from 5:30 – 6:30 pm on March 23, 2017, directly prior to the scheduled March Board meeting. For the March meeting ONLY, the Board meeting will begin later at 6:30 pm; from 6:30 – 7:00 pm the Directors are invited to speak with the Board about any UR issues that affect them. RevP will invite one Director, individually, to join us at a regularly-scheduled Board meeting over the next several months.

HEART MATH EXECUTIVE COACHING (RevP): RevP wants additional professional coaching one-on-one from Sandy Coachman, a congregant. The cost is \$900 for 8 sessions and RevP

would like to split that cost between her personally and UR. Landmark program (free) was mentioned, but RevP is not interested for various reasons. She has a budget of \$1200 for the 2017 year for ministerial expenses, but with other expenses coming out of that budget, the cost would not likely be covered. Discussion of need to advance minister's professional development vs. restraints of 2017 budget, being larger than the 2016, and which is currently in a negative balance. No decision and will discuss again.

SECRETARY'S REPORT (MP)

CB made **MOTION**, seconded by ER: **to approve February 9, 2017 minutes (MP); PASSED UNANIMOUSLY**. Second **MOTION** **to approve January 2017 minutes (AT); PASSED UNANIMOUSLY**

Correspondence : Thank you note from Scotty

Suggestions: None were discussed

New Members: CB made **MOTION** **to accept 10 new members, seconded by RevP; PASSED UNANIMOUSLY**

Secretaries will forward all minutes to Admin Assistant for posting on the board and who will forward to Joyce for inclusion in UR online site. They will also contact new members to advise of membership and invite to New Member Sunday at 11:00 AM Service and luncheon with RevP, assisted by SJ, if applicable. Next New Member Service is March 5, 2017 at 11:00 am with luncheon at 12:30 pm.

MINISTER'S REPORT: (RevP) See separate report and calendar provided at meeting.

TREASURER'S REPORT: (VW) See separate report sent to Board members via email

Miscellaneous Tithe: **MOTION** by RevP **to donate February 2017 Miscellaneous tithes to Ron Chapman. PASSED UNANIMOUSLY**

NEXT BOARD MEETING: March 23, 2017 at 6:30 pm (following dinner with Directors at 5:30-6:30 pm, and ½ hour discussion following from 6:30 – 7:00 pm)

March 2017 meeting with RevP and Board Member SJ = LP: Time and place to be determined

Snack: CB Closing Prayer: TC

RevP made closing prayer and meeting was adjourned by CN at 9:24 pm