



Minutes of Meeting of the Board of Directors

Tuesday, August 12 , 2014

- ✓ Bill Scown, President
- ✓ Dan Masini, VP Administrative Council
- ✓ Debbie Leoni, VP Program Council
- ✓ Pat Ward, Treasurer
- ✓ John Towell, Secretary
- ✓ Dick Yingst, Director
- ✓ Cindy Vacek, Director
- ✓ Jennifer Klein, Director
- ✓ David de Coriolis, Director
- ✓ Katie Phillips, Congregational Administrator, *ex officio*
- ✓ Jim O'Malley, Asst. Treasurer, *ex officio*

Also in attendance: Hal Schulman

1. Check in

2. Regular Reports

- **Secretary:** Minutes from July Board Meeting accepted

• **Finance (Treasurer):** Pat indicated we're doing OK – the past month was excellent pledgewise because of \$34,025.66 in pre-paid pledges received prior to July 1. Discussion about the progress of the assistant minister fund ensued and it was indicated that some are paying while others are waiting for the assistant minister to arrive. Cindy asked if there was a way to inform the congregation that we are still underway regarding the search for an assistant minister and Dick offered to draft a letter. Jennifer suggested a better way to communicate with the congregation would be with the use of a visual reminder, such as a thermometer, Bill indicated that the visual reminder should indicate the goal of achieving one-third the cost of the assistant minister's salary/benefits each year. Dick offered help in getting the thermometer made and discussion ensued regarding timelines for getting the relevant information into the mini-Pioneer and the Pioneer. Katie will coordinate these efforts with Dick.



•**Councils:**

- NTA to report

•**Congregational Administrator** – NTA to report

3. Report from Emergency Management Team (EMT)

- At the June Board meeting (see minutes in UUSG Web Site Archive) Hal Schulman and Jeff Stibal presented a plan for starting an EMT at UUSG. Hal brought a hand-out and gave an update on the progress of the plan. At this point a complete team has been selected, the AED (Automated External Defibrillator) has arrived and will be installed on the west Common Room north of the north cabinet. Scheduling has begun for CPR/AED training. Time frame for Phase I and Phase II of the Emergency Operations Plan (EOP) were outlined. Relevant training seminars available at \$99/person. A motion was passed to fund two people who will take the training with the expectation that they will, in turn, train others at UUSG.

4. Resolution to charter a Personnel Committee

- Bill Pokorny, Bill S. and Dick have been working on documentation for this effort and a preliminary draft was presented to the Board for discussion. The following issues were discussed: 1. whether the Senior Minister should serve as a member of the Personnel Committee; 2. the terms of Committee Chair and individual members; 3. the proper role of the Board and/or Personnel Committee Role in the conduct of the senior minister's performance evaluation; and 4. the development of a senior minister job description. As this was a "put the ideas on the table" session, no motions were considered regarding the documentation and procedures for creating the Personnel Committee. Katie indicated that she would send the Board Lindsay's current Employment Agreement.

5. Modify 60 Day Membership Requirement

- A request was submitted to the Board asking for changes in the bylaws restricting new members from voting in the annual congregation meeting because they had not been members for sixty days. The problem was stated thusly: *The problem is two-fold – the reason for the delay in effectiveness of one's membership no longer exists, and such a lengthy delay makes it impossible for members who "signed the book" following our final Membership Preparation Class ("MPC") to vote at that year's Annual Meeting.*

The language of Article III currently reads:



1. *Any person 18 years of age or older, agreeing with the objectives of this society, completing a course or program on membership as devised and presented by the Membership Team, and signing the Declaration of Purpose, may become a member.*
2. *A member will be a Voting Member if he or she has been a member for at least sixty days and has made any contribution as recorded by the Treasurer during the preceding twelve months.*

The proposed change was:

1. *Any person 18 years of age or older, agreeing with the objectives of this society, completing a course or program on membership as devised and presented by the Membership Team, and signing the Declaration of Purpose, may become a member.*
2. *A member will be a Voting Member if he or she has made any contribution as recorded by the Treasurer during the preceding twelve months.*

After extensive discussion the Board asked the Membership Committee to come back with another solution that did have some kind of time requirement between the signing of the book and the acceptance into the church as a voting member.

6. Proposal to make Board Minutes accessible on UUSG Web Site

- Currently a congregational member only has access to the most recent Board of Directors Minutes. To improve communication the Secretary requested that all previous minutes of the Board be accessible from an archive on the UUSG Web Site. A motion was passed to do so. Katie will post the Board meeting minutes, Council meeting notes, and financial reports going back to August 2013 and then maintain the archive going forward.

7. Next Steps on Communicating FY 15 Goals and Projects

- A joint meeting of the Board and Councils is scheduled for September 2 at 7pm.

8. Report on September Goals – briefly discussed achieving September goals which will be: 1. Monthly Pioneer Board Highlights – John; 2. Publish Board Agendas – Bill; 3. Board/Council Joint meeting on Priorities – Bill

9. New Business



Unitarian Universalist
Society of Geneva



- The Membership Committee requested \$1,500 for the purchase of furniture to enable display of relevant membership materials in the Common Room. The Board discussed alternatives to the purchase and Cindy was asked to take the issue back to the Membership Committee for an alternative solution.

Adjournment 9:40pm

Respectfully submitted,

John Towell

Secretary