

UUCC
 BOARD OF STEWARDS MEETING
 WEDNESDAY, MARCH 19, 2009

<i>Attending</i>	Rita Beasley, Lisa Furr, Eric Gee, Barbara Lent, Montana Higgins, John Pimblett, Brian Stevens, Rev. Terre
<i>Centering, Reading of Board Covenant</i>	John lit the candle while Lisa gave a reading. We read the Board Covenant.
<i>Minutes, Membership Info</i>	<ul style="list-style-type: none"> • The minutes from the February meeting were approved. • New members: Erin & Martin Westin-Poteralski, Jamie Fielo, Nan Arthur, Dorothy Depgen, Jo Davis, Maria & Brian Linvill, Tina Weeden, Cheryl Ellison
<i>Minister's Report</i>	In addition to her written report, Rev. Terre reported on the status of our office staff. Since Carol has resigned, Rebecca Keller has agreed to step in as a temporary office volunteer. The office systems are being tried out, so there can be a proper Procedure Manual ready for the new person. We have several good candidates now, and will decide whether we're going to keep looking or start interviewing these candidates.
<i>Communications: Re Salary Discussion</i>	We had a good discussion about the communication process involved in the minister's salary proposal for the upcoming year. From that discussion, we learned ways that we will improve communication going forward. The Board reaffirmed our intent to increase the minister's salary package to the UUA standard over the next few years. And now that Rev. Terre will no longer be an Interim minister, we need to move toward forming a Committee on Ministry. That will be a discussion at our April meeting.
<i>Executive Team</i>	We signed the bank document which will allow the Treasurer online access to our bank information. It will be mailed tomorrow.

<p><i>Finance Chair's Report</i></p>	<ul style="list-style-type: none"> • P&L: <ul style="list-style-type: none"> ▶ The pledge income for February is down significantly, but we're still on target for the year. ▶ Montana will check on attendance, to see if that was also down for February. ▶ The bill for electricity seemed to be unusually high for the month. • Next year's budget: <ul style="list-style-type: none"> ▶ We discussed the proposed budget in some depth. Brian will go back to the Finance committee with our comments and questions. ▶ In the Annual Report, we will include a line for Actual, as well as last year's Budget. ▶ We'd like to break out the income from Shady Grove Coffeehouse as a separate item. ▶ They're working on a new formula for budgeting staff health insurance. ▶ At our April meeting, we will schedule a separate meeting outside the May Board meeting to finalize the budget. • Financial Manual <ul style="list-style-type: none"> ▶ We reviewed the proposed Financial Manual. Brian will take our suggestions and questions back to Susan Kennedy. We should expect to discuss again at the May meeting.
<p><i>Personnel Report</i></p>	<p>We will discuss the revised Personnel Manual at our next meeting.</p>
<p><i>Communications</i></p>	<ul style="list-style-type: none"> • OC: <ul style="list-style-type: none"> ▶ Rev. Terre's UUCU laptop is in need of repairs or replacement. John will ask Mike Caro to see what can be done. ▶ Rebecca is going to prepare a document to have our computer procedures, passwords, etc. accessible to the person working in the office. • LC: <ul style="list-style-type: none"> ▶ Members of the LC suggest we have a church credit card available for church expenses. Brian will discuss the idea with the Finance committee. ▶ It's been suggested we put banners up on our property, to make us more visible. Rita will discuss with Marketing, Building & Grounds, and others who would need to be involved. ▶ Rita has begun the process of connecting all the activity groups to an LC committee. Each group will be contacted this week. ▶ They're working on the church calendar. ▶ They would like to conduct an LC planning session after the annual Board retreat, to get strategic direction from the plans the Board has made. We will set the date for our retreat next month. ▶ We're replacing the Volunteer of the Month program with a single recognition service for all volunteers. It will be the same Sunday as the Annual Meeting (June 7).
<p><i>Strategic Plan/ Risk Assessment</i></p>	<p>Barbara and Eric need to meet again before presenting anything to us.</p>

<i>Responsible Behavior Task Force</i>	<p>Barbara, Anne Michie and Mary Shelden have looked at other covenants for ideas, and formed their plan. They propose a four-prong document:</p> <ul style="list-style-type: none"> • A “short and sweet” covenant that’s easy to understand; • A Responsible Behavior policy; • A crisis response component; and • A process for reconciliation. <p>They have a partial draft, assignments for the next step, and will meet again on 3/31.</p>
<i>Alcohol Policy</i>	<ul style="list-style-type: none"> • Eric presented us his draft of the Alcohol Policy, which we will review and discuss at the April meeting. • He will send Rita an electronic copy, so she can send to her LC committees for their input.
<i>Pending Items</i>	<p>In the interest of time, we didn’t review our Pending items list. We recommend that items on the Pending list that don’t need further discussion can be completed by sending an e-mail, rather than waiting for the next meeting.</p>
<i>Next Meeting</i>	<p>The next meeting is Wednesday, April 15 at 6:30 pm.</p>
<i>Adjourn</i>	<p>The meeting adjourned at 10:15pm.</p>