

UUF

November 10, 2016

Location: Conference Room

Attending: Mark Hickman, Wendy Howard, Max Merrill, Dick Barber, Amy Falkenrath, Greg Byrne, Rev Antonia Won, Sue Clarke

Absent: none **Guests:** Tom Wykes, John Rhetts, Jan Lindeman

Called to Order: 6:00 PM

Minutes written by: Sue Clarke, Recording Secretary

Agenda for this meeting was approved.

Consent Agenda: October minutes and EOM report were approved.

New Federal Law—Personnel

Background: UUF

Discussion: Falkenrath explained that Fair Labor Standards Act mandates that employers define who is an exempt employee. Sloper, Egan, A. Halberstadt, Arnold, and Andrewson are defined as hourly employees. Training about the new law will be given in two sessions including topics such as sick leave, vacation, and holiday time. A manual is also available. Jim Morris is now serving on Personnel Committee.

Engagement with Minister

Background: Minister shares pertinent items monthly at board meetings.

Discussion: Rev Antonia Won announced that Rev Cat Cox will deliver a sermon and spend a weekend with UUF

Reference Document: UUF

Ministerial Search Committee

Background: Search Committee provides updates on the work on its progress.

Discussion: Wykes reviewed the general results of the Ministerial Settlement Survey. He presented a short version of the Congregational Record partially based on these results. He discussed the UUA suggestions for salary based on congregation's size. At the appropriate time the UUF

ByLaws

Background: New bylaws were presented for vote at recent congregational meeting.

Discussion: Hickman reported that bylaws were passed by vote of 101 to 0. Merrill volunteered to work on amendments to bylaws as they become necessary. Since we are now operating under the new bylaws, this meeting will be the first meeting where we try and use resolutions for passing policy modifications.

Endowment Committee

Background: Committee needs a fifth member, which the governing document requires to be filled by a board member, appointed by the board.

Discussion: Byrnes volunteered to fill this position.

Action: Falkenrath moved that Byrnes be appointed by board to committee; Barber seconded; resolution passed unanimously.

Policies

Background: Board will continue to examine and vote on new or revised policy resolutions, but will be bringing these to vote in a resolution format and structure to comply with the new bylaws.

Discussion: Board discussed various aspects of these resolutions before voting.

Action: Resolution 2016-1: Religious Exploration—Board determined that this resolution needs re-examination.
Resolution 2016-2: Use of Building Funds –Byrnes moved to approve, Merrill seconded, resolution passed unanimously.
Resolution 2016-3: Designated Funds—Merrill moved to approve, Falkenrath seconded, resolution passed unanimously.
Resolution 2016-04: Income Expenditure and Related Fiscal Matters—Byrnes moved to approve, Merrill seconded, resolution passed unanimously.
Reference Documents: Resolution 2016-1, 2016-2, 2016-3 and 2016-4, UUFCCO Policies as of Nov 12 2016

Governance Task Force

Background: This committee continues to inform board of progress as they update and create new policies.
Discussion: Rhetts presented version of Organizational Chart to receive feedback before inclusion in New Minister packet. After explanation and discussion, Won and Hickman agreed to collect further feedback and continue work on chart. Rhetts also presented Relational Graphic based on chalice design that board found helpful. He also created a Pyramid Graphic and a Writing Policy Diagram that he hoped would make processes clearer.
Action: Committee hopes to help board to have all required policies in draft form by March 2017.
Reference Documents: CollabGraphic v3.5.pdf, org chart v1.ppt, accountability and authority thoughts...

Leadership Development Committee

Background: Committee was formed to train leaders and help them find ways to serve fellowship that best match their talents and skills, as well as to identify and nominate people for vacant board positions.
Discussion: Falkenrath shared that LDC members are meeting with various committees to introduce themselves and explain their function.

Adjourn: 9:10 PM

Next Board Meeting: November 17, 2016, 6:00 PM, Mark Hickman’s home to discuss “big picture” items.
December 8, 2016, 6:00 PM in conference room for next regular board meeting