

First Unitarian Church of St. Louis Policy Board Meeting

Tuesday, June 11, 2019 6:30 PM – Room C-1

Minutes

Meeting was called to order by President Sue Ashwell at 6:30PM

Members Present - Gene Rubin, Sue Ashwell, Karen Siegrist, Joel Minor, Kathy Wilke, Sarah Francois, Charlie Kindleberger, Council

Members Absent -Margaret Weck, Steve Wilke, Andrea Berin

Staff: Lynn Hunt

Opening Words - Sue read "Affirmation" – Deng Ming-Dao

Reading of Board Covenant - Sarah Francois

Process Observer- Gene Rubin volunteered.

Introduction of Guests - No guests

Reports

Administration and Programming Report -Lynn Hunt presented her monthly report to Board electronically prior to the meeting. Summary -

- Coming of Age service
- Working on details for the Boston Trip
- Preparing the Annual Report
- Candidating week events and preparing for the congregational vote.
- The RE Committee met to discuss Play Area fundraising plans for the fall.
- Discussion with Ben Rosensweig about the fall programming, his increase in hours, and changing role.
- Current membership, new members, resigned members, status changes listed
- Need to update our membership records to reflect our new by-law wording regarding Associate Member status.
- Met with the Finance Committee during the budget preparation
- Sent statements out to members and friends showing the status of their current fiscal year pledge and asked that any remaining balances be paid by June 30.
- A large hot water heater needs to be replaced
- Sam Hunt is the new Sandwich Making coordinator.

- Our kitchen needs to be certified with the City before we can prepare meals for others.
- Lynn Hunt and Ben Rosensweig will attend General Assembly June 19 - 28, 2019 / Staff vacations listed

President's Report/Comments - Sue Ashwell mentioned today is Kim Mason's birthday.

Secretary Report - Pamela Geppert submitted minutes from the Special Congregation Meeting on Sunday, June 9, 2019 to the Board electronically. Karen Siegrist made a **motion** to approve the minutes Seconded Kathy Wilke. Minutes are approved.

No other Reports

Old Business

- It is noted and confirmed in these meeting minutes that Policy Board members voted via email on May 23, 2019 and unanimously approved the following motion:
 - “Effective immediately, the Policy Board removes George Sessen as Outreach and Social Action Cluster Chair due to his inability to fulfill the functions of the office plus his need to attend to personal matters. Additionally, we task the Nominating Committee to identify, vet and recommend a new Outreach and Social Action Cluster Chair for the Policy Board’s consideration and appointment. The new Outreach and Social Action Cluster Chair would serve on the Board’s appointment to fill the vacancy, and be affirmed by the congregation at the next Annual Meeting. The current Outreach and Social Action Cluster Chair has served the first year of a three-year appointment, and the newly appointed Chair would serve the remaining two years of that term.”
- Develop Policy and Procedures for Managing Disruptive Behavior- Joel Minor and Sarah Francois volunteered to draft for Board consideration; coordinate with the Facilities Committee which has Safety as part of their purview; UUA website resources: <https://www.uua.org/safe/disruptive-behavior-policies> - There is a paragraph in the by-laws but it's very general.

- Financial Support for members through the Caring Reserve Fund – There have been recent distributions from the Caring Reserve Fund and there are possibly other members in need of assistance. The Caring Reserve Fund is not funded via the church budget but solely through contributions. Gene Rubin made a **motion** that the policy board let the general membership know about the Caring Reserve Fund and the need for an increase to the fund in a timely manner. Kathy Wilke seconded. **Ayes have it** by voice vote. Kathy Wilke and Sue Ashwell will draft an announcement encouraging members to contribute.
- Follow up from last week’s joint Board-Council Meeting –brief discussion to identify priorities. The Committee on Ministry will be a priority. It was suggested that priorities be set based on the church's long-term plan. Board is directed to review the current governance structure. Vice President, Margaret Weck, will serve as the Board Liaison to the Church Council.

New Business

- Sign Up & Review Responsibilities of Board Greeters
- Nominating Committee-- It was proposed to make the Nominating Committee a standing committee, whose members would have rotating terms. It would be available to help both the Board and the Council with recruitment for committees and leadership development. A description would need to be developed. Karen Siegrist, Board liaison to the Nominating Committee, announced Jim Marks and Catherine Hunter will replace Gene Rubin and Steve Wilke, who are now on the Policy Board. A **motion** was made by Gene Rubin - Let the committee know that we would like them to be a standing committee. Task the committee with developing a proposal for the Board that would define their mission and develop policies for the members of the committee. Sarah Francois seconded. Vote was called. **Ayes have it** by voice vote.
- Request for **motion** to Ordain and Install Kim Mason at mutually acceptable date (maybe in November in conjunction with Installation) Kathy Wilke moved - Gene seconded. **Ayes have it** by voice vote
- Discussion - Explore with Rev. Lisa Pressley a Leadership Start Up Weekend with a UUA Consultant – Kim Mason suggestion. Sue Ashwell is looking into this as an alternative to the Fall Governance Retreat.
- Committee on Ministry – Members were tasked to access and read the following link to a resource on the UUA website about formation and

purposes of committees on
ministry: <https://www.uua.org/leadership/blog/forming-committee-ministry> It is the duty of the Board to decide what the focus of the committee is and to whom we want the committee to be accountable. Collaboration with Kim Mason will be needed. A Committee on Ministry is required for her three years of Preliminary Fellowship status with UUA

Other Business -

Check in with Process Observer- Gene Rubin had no comments to make regarding process

Meeting was Adjourned at 8:04PM

Next scheduled meeting is Tuesday, July 9 at 6:30

Minutes submitted by Pamela Geppert, Secretary