

Minutes First UU of STL Policy Board Meeting
Monday, November 11, 2019 at 6:30 PM – Room C-1

Meeting was called to order by Sue Ashwell at 6:34pm

Members: Sue Ashwell, Pamela Geppert, Joel Minor, Gene Rubin, Karen Siegrist, Margaret Weck, Steve Wilke - **Absent:** Andrea Berin, Sarah Francois, Kathy Wilke

Staff: Lynn Hunt - **Absent:** Kim Mason

Council: Charlie Kindleberger

Process Observer- Gene Rubin and timekeeper

Introduction of Guests - None

Consent Agenda – confirmed

Approval of Minutes - (October)

Report of the Minister, Kim Mason

Report of the Administration, Lynn Hunt

Report of the Board President, Sue Ashwell

Follow Up on Search Committee - Instead of sending a letter from the Board, President Ashwell spoke with all Search Committee members individually about their note to the Board in order to gain a deeper understanding of the timing, content, and desired outcomes.

Report of the Church Council Chair, Charlie Kindleberger

Confirmation of Policy Board email vote on November 4-5, 2019 - Motion to forgive a staff loan to an employee and accept the assumption of the remaining loan amount by a family member at the same monthly rate - Approved.

Business

A. There was a discussion about Start-Up Weekend and what items/areas we need to follow up on. The Board needs to work on streamlining the mission statement. It was noted that some of the discussions showed there will be work needed to move forward from old hurts. Dori Davenport-Thexton did an excellent job of leading the weekend event.

B. There was discussion of the purpose and composition of a Right Relations Team

This topic will carry over to the December meeting. Board members are to look over websites of other churches that have Right Relations Committees.

Some helpful sites:

<http://uubgky.org/2016/09/facilitators-of-right-relations/>

<https://all-souls.org/about-us/governance/right-relations/>

<http://uumiami.org/index.php/community/right-relations>

<https://esuc.org/about-us/right-relations/>

<http://www.uubloomington.org/wp-content/uploads/2015/01/2017-06-05-Covenant-of-Right-Relations-revised.pdf>

How can a Right Relations committee help with transitions? What does a right relations committee look like to our Board? What does this Board want this committee to do?

- C. There was a discussion about required UUA retirement accounts for part-time employees working 1,000 or more hours per year. These accounts have been established in alignment with UUA standards. The Finance Committee wants to make the Board aware of an increased go-forward expense of \$6406 for retirement contributions for FY2019-20. The Finance Committee is recommending that no additional funds need be transferred at this time as the amount is close to the FY2019-20 surplus. Any budget adjustments to balance the budget will be determined later in the fiscal years based on the run rate of the church's revenue and expenses. Karen Siegrist motioned and Joel Minor seconded to accept the recommendations of the Finance Committee. Approved.
- D. There was discussion of the Finance Committee recommendation to authorize \$8894.40 for contributions for the previous five years on the UUA retirement accounts (See item C) for staff meeting that criteria. Gene Rubin motioned and Margaret Weck seconded to accept the recommendation of the Finance Committee and to fund the owed amount plus interest from the general fund to deal with previous years. Approved
- E. There was discussion of the Council recommendation from the Finance Committee and Partner Church Committee that the Partner Church Reserve Fund description be modified to allow funds to be used to defray individual travel expenses. It was noted that the changes would not jeopardize non-profit status. Margaret Weck motioned and Steve Wilke seconded to accept the recommendation of the Council to approve the revised Partner Church Reserve Fund Description. Approved
- F. There was discussion of the recommendation from the Finance Committee and the Church Council to amend the Fundraising and Special Collections Policy from 5-9-2005 to agree with the By-laws. Wording changes were made to reflect our current governance structure and the updated spelling of Romania. Gene Rubin motioned and Joel Minor seconded that we accept the wording changes to the above-mentioned policy. Approved. Note - The office staff will change the Fundraising Application Form to be in conformance.
- G. Lynn Hunt informed the Board that a certificate of membership letter is being sent to nine (9) pledging units that have not contributed to the operating budget of this church within the last two years and have not requested a waiver. Board discussion noted that this is an informational update of an automatic function and does not need Board approval.
- H. A request was made by Lynn Hunt that the Board authorize a congregational collection for holiday gifts for the hourly and contractual employees. Karen Siegrist motioned and Margaret Weck seconded that the Board authorize the congregational collection for the abovementioned staff. Approved.
- I. There was discussion of the recommendation from the Personnel Committee that the church office be closed from December 26- January 1 with staff receiving paid leave. It is the Personnel Committee's request for Board approval to include this change going forward in

the revised Personnel Policies. Betsy Grimm-Howell, Personnel Committee Chair, indicated the committee is revising the Personnel Policies to be in alignment with those recommended UUA personnel policies. Steve Wilke motioned and Margaret Weck seconded a motion to approve the Personnel Committee recommendation that the church office be closed from Dec 26, 2019 - Jan 1, 2020 and staff receive paid leave for this time. Approved. Note: The Board will consider approval for future years upon receipt of the revised Personnel Policies.

- J. The Board was informed that there will be Safety Training for teachers, greeters, and ushers Thursday, Nov 14 at 6 pm or Tuesday, Dec 10 at 6 pm. Clint Cruse and Lisa Cary will present the training, which will include role play scenarios.
- K. A Chair for this coming year's canvass needs to be selected. There was a discussion of possible candidates to pass along to the Stewardship Cluster. This is not a position for the nominating committee.

Other Business the Nominating Committee requested information on who is going off the Board and Council. Lynn Hunt said she share can this information to the committee. Be thinking about what this Board wants to accomplish.

Check-in with Process Observer, and any other meeting feedback. We did a great job following the agenda.

Meeting adjourned at 8:10PM

Next scheduled meeting is Monday December 9, 2019 at 6:30pm in C1