


**Unitarian Universalist Congregation of Cleveland Board
of Trustees Meeting Agenda August 27, 2019**

Board Members

Tom McKenna, Past President X Erika Brown Bob Horan

Shane Millette, Treasurer Steve Doell, Vice President Carol Gay

Mary Schatzman, Past President Wayne Jennings Jennifer Pierce Nancy King Smith  Susan

Paterson Tadd Pinkston, Secretary

X Melissa Vandergriff

Cat White, President

Minister: Rev. Joe Cherry 

 means participating remotely

[Agenda How-to Video](#)

7:00 Welcome & Call to Order Cat White

Chalice Lighting & Opening Words Carol Gay

Covenant Read by all

We are mindful of our duty to our fellow congregants, who have placed their trust in us to act as faithful stewards of the Congregation. Mindful of the trust they have placed in us, we will always strive to make decisions based on the needs of our fellow congregants, our community, and the long-term interests of the Congregation.

We must always use this position of trust and responsibility as a unique opportunity to serve our Congregation, and to put its principles of love, tolerance, and social justice into action.

Let's presume good faith. Let's give everyone a chance to talk. Let's get it done.

CONSENT AGENDA

Minutes Tadd Pinkston

- Susan Motion to Adopt
- Mary Seconded
 - Approved w/o

Opposition **CONFLICTS OF INTEREST?**

7:45 Minister's Report & Board Development Rev Joe Cherry

- [Minister's Report](#)
- Welcome Week and the RJLT Event **7:15**
Urban Hope Meal Proposal Urban Hope Committee
- Presentation by Jean Sycle Martin (jeansycle@gmail.com) & Jean Ellsworth-Wolk (jeanewolk@yahoo.com)
- Three main proposal
 - Funding for food and supplies;
 - Ask is for \$4,200 hundred for the upcoming year with; ~350 a month.
 - Calendar is management is an issue; and
 - Current commitment: every fifth Sunday. Proposal is every month for next year.
 - Provide support in mobilizing the congregation
- We have not committed to any services beyond this year.
- Current work is being funded through Rev. Joe's Professional Fund (as opposed to the Discretionary Fund)
- Two collection plates - will likely handle the remaining funds for this year.
- Board Reactions to the Proposal
 - Keep the every fifth Sunday commitment and explore at the upcoming budget discussions?
 - May we commit for simply half a year?
 - Can we partner with another congregation to commit to more Sundays?
- Southwest and Westshore are doing a sunday each.
 - Southwest has previously committed to two Sundays.

- Commitments

- Promote the project in The Hawk;
- Give a collection plate form to the Project;
 - We don't have a cause for that Sunday - traditionally the session for for First U and Society

- Tacit approval from the Board.

- September 8th Announcement;
- Get a sign-up table for Urban Hope;
- Give Urban Hope a mailbox; **and**
- The project will ask Urban Hope to have UCC partner with another congregation with a commitment to every other month.
 - Project is attending a steering committee meeting on Thursday (29th) and will pitch this proposal.

- Date: Saturday the 21st of September;
- A picnic and public statement event;
- Make public statements about being welcoming of immigrants;
- Reach out to HOLA and their religious taskforce;
- Signs will be made at the Chalice Lighters Event - however signs may come from any source
- [Website](#) of the general event

- Becoming a Fentanyl Test Kit Site

- [Adamhs Board](#) can give us test kit and information;
- Won't cost us anything to do this;
- Adamhs board will add us to their website;
- Rev. Joe to email Adamhs board;
- Plan communication for the congregation;
- Final decision either electronically or to be made next board meeting.

- The National Center for Nonprofit Boards, Ten Best Practices: <https://www.gailperry.com/resource-center/ten-basic-responsibilities-of-nonprofit-boards/>

- Explore after we have a change to tackle the longer article

■ This list is a first-exposure to the topic and meant to be thought-provoking **8:00 Staff**

& Leadership Council Reports

- [Leadership Council Report](#)

- Core team does not include staff members outside of Shirley and Ken
- Working on job descriptions and advisory roles.
- Potential Oval party in the future to celebrate the revamped playgrounds.
- Questions about alcohol policy
 - Ken shall investigate
- 1st Floor Male Bathroom changed to a gender-neutral bathroom
 - Vote to make gender-neutral
 - Motion by Cat
 - Seconded by Shane
 - Unanimously supported
 - Point of clarification - it is the more narrow bathroom.
- Edit document to change the implication that we will move to if we move.

- **Community Relations Director Report** (https://docs.google.com/document/d/1WJtp9esMdTLiy-4fM_zcqNPeW8wbvyORRgA_vU3AAZ3I/edit?usp=sharing) See notes about attendance at Board Meeting & Change in work hours.

- Tadd to speak with Erin about what information the minutes are lacking.
 - Although this will lack the ability to communicate with Board members at the meeting; Erin would just be receiving hopefully more useful minutes.
- Tabled until next month.

8:15 Music Report

- [Music Director Report](#)

8:20 Director of Religious Education Report

- [Report Link](#)

- Coffee every Sunday before service at 9:30 simultaneous with the forum. To start in September.

8:25 Treasurer's Report Shane Millette

- [Dashboard for 2019/20](#)

- [Dashboard for 2018/19](#)

- [Financial Statements](#)

- Board to look at the amount of assets we're holding onto - is that something we want to continue? Ought we spend more? If so, how?
 - Avg. for 5% for non-profits; we've budgeted roughly 7% of rolling average.
- Potential congregation conversation about this issue such that we educate our fellow congregates about how this investment process works.
- Upcoming auditor review.
- Inception costs are roughly \$5,000 - a bit beyond where we expected it to be. Only \$1,700 left in merger, could use hospitality, or speaker fees.
 - Do we downsize the catering?
 - Current figure is based on 250 attendees.
- Will have to explain these figures to the congregation.
- Question about how the sign was used out of the merger expenses?
 - Only the down payment was used for sign.
- Shane will send budget of the event to Rev. Joe and Erin Justine and the two of them will then create the event with those funds.

8:35 President's Report Cat White

- [Summer Take Aways](#)

- Postpone policy votes until September.

- [Policy Proposals](#)

- Governance

- [Policy on Policies](#)

- Facilities

- [Facilities](#)

- [Building Use Policy](#)

- [Building Availability Policy](#)

- [Facilities Alcohol Policy](#)

- Finance

- Review the policies discussed at the retreats.

- Communications

- [Membership Committee Assumption](#)

- Potential Members
 - Carol
 - Rev. Joe
 - Bob
 - Jennifer
- Will need to investigate how other congregations operate their membership committee(s)?
- Relationship to current membership committee meeting
- Potential staff person?
 - In a support role?
 - Too soon to likely tell.
- Board Job Descriptions

8:45 Committee & Team Reports

- [Buildings & Grounds Report](#)
- Strategic Planning: funds for September 15 listening session food?

Opening/Closing Words for Next Meeting? Tom

Closing Words Carol Gay

9:00 Called to Executive Session

Executive Session closed 10:33