

Unitarian Universalist Congregation of Cleveland

Board of Trustees Meeting

Draft Agenda

September 24, 2024

[Zoom Link](#)

<p>UCC Mission</p> <p>Community ... within and without</p> <p>Spirituality ... searching and growing</p> <p>Justice ... in action</p>	<p>UCC Vision</p> <p>To be a large, vibrant spiritual community, known for our warm welcome and fierce, compassionate commitment to justice.</p>
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Board Members

2025 Cohort	2026 Cohort	2026 Cohort
Dawn Arrington (5) Absent	Jess Levy (9)	Alicia Burkle, Secretary (2)
Barbie Jones, Co-Chair (6)	Valerie McFadden (intro)	Justin Hunsaker, Treasurer (3)
Mark Weber (7)	Molly Watkins, Co-Chair (1, fill)	Chuck Segall (4) Absent
Rev. Randy Partain, Minister (8)		

7:00 p.m. Welcome & Call to Order

Molly

Chalice Lighting & Opening Words (5 min)

Alicia

Covenant (Read the line number assigned to your name above. "Fill" person reads for all not present)

(intro) We will show up with integrity and clarity, prepared to do our work, based on the needs of the Congregation and the larger community, in accordance with the mission and vision of UCC.

1. We will cultivate trust with one another and the Congregation by being open, accessible, and responsive in our service.
2. We will create opportunities for congregational feedback.

3. We will communicate respectfully and listen deeply with openness and respect to one another and the congregation.
4. We will accept conflict as inevitable and embrace it as an opportunity to grow.
5. We will leave space for laughter.
6. We will offer and receive accountability with respect and grace.
7. We will explore creative possibilities.
8. We will embrace this service as an opportunity for spiritual and personal growth and provide support to one another.
9. We will speak with one voice when decisions are made.

Consent Agenda (5 minutes)

VOTE [August Board Meeting Minutes](#)

Alicia

Minutes accepted as submitted, no further discussion.

Conflicts of Interest?

Announcements (5 minutes)

Molly

- [Opening and Closing Words Sign up](#)
- [4th Sunday Coffee Hour Sign up](#)
- Climate Justice Revival - Sept. 27-28
- [Calendar](#)

Minister's Report (5 minutes)

Rev. Randy

- [Minister's Report](#)

-MOSAIC has created a multi-gen anti-racism curriculum. Randy is exploring to see who the training might be appropriate for within the congregation.

-Conversation with Dr. Donald Amy 1957-60 participated in First U activities and recently made a donation of \$10,000 and asked that at least part of it be used for "some starving students". Valerie moved to allocate \$2,500 to budget line item 2751 Minister's Discretionary Fund., Barbie second. Vote passed unanimously.

Randy will provide a scanned copy of the letter from Dr. Amy.

Board Chair's Report (5 minutes)

Molly

- **Update:** Operations Council
Proposed document defining the role of OC will be presented to board soon.
- **Update:** [Safety Committee Document](#)
Clarification from Mark Weber that document is intended to present a list of concerns identified by the Safety Committee and to leave it up to the Leadership of the Congregation to prioritize and address the concerns raised by the Safety Committee. Dawn Arrington exploring what the formal ask is from the Safety Committee.
- Credit Card Policy
Currently UUCS does not have a Credit Card Policy. Board will take this back to the Finance Committee to ask them to write a policy to define how the congregation handles credit cards.

Treasurer's Report (10 minutes)

Justin

- [Treasurer's Report](#)
Rental income variance of \$18-20,000 anticipated this year. Operations Surplus is expected to level out. Investment income up this month due to the market doing well.
- [Dashboard](#)
- Financial Statements
 - [Statement of Activity](#)
Explanation of B&G Expenses "below the line" for projects that were approved to fund in previous years but those projects are either long-term or have not yet been completed/paid.
Treasurer and Finance Team working to create a process for how to use the Board Emergency Fund. The Finance Team is also working to streamline virtual payment accounts to be paid directly to the congregation. Randy clarified that budget line 5447 RE Coordinator

should be addressed/removed as Kim has decided to not continue in that role after Allan left in June.

- [Statement of Financial Position](#)

Major Topics (60 minutes)

- **VOTE** - [UUA Retirement Plan](#)

UUA is proposing a new retirement plan and congregations must respond with a vote and board resolution. Board reviewed [Summary of Restatement](#) of retirement plan. Randy suggested a future financial literacy session for UUCA staff to review the options offered through the UUA Retirement Plan.

Valerie moved, Mark second. Vote passed unanimously. Resolution below:

Whereas the Unitarian Universalist Congregation of Cleveland is committed to assisting all of its employees 18 years and older prepare for their retirement years, and;

Whereas the Unitarian Universalist Organizations Retirement Plan (the "Plan") is the retirement plan sponsored by the Unitarian Universalist Association, therefore;

Be It Resolved that the Unitarian Universalist Congregation of Cleveland hereby adopts the 2025 Restatement of the Unitarian Universalist Organizations Retirement Plan with an implementation date of January 1, 2025 and commits to complying with all the provisions of the Plan and the elections made by [insert congregation/organization] in the 2025 Employer Participation Agreement that we submit to the UUA Retirement Plan Committee and they acknowledge receipt and approve via counter signature of same.

- **VOTE** - [Canopy Repair](#) (came in on Monday, Sept. 23)

- [Rooftech Doc 1](#)
- [Rooftech Doc 2](#)

\$57,000 previously approved from canopy repair (covered area

between East and West doors). The work has not yet been completed. Randy attended B&G meeting to discuss getting the project done in a timely manner. Victor worked with Rooftech and an additional cost of \$8,700 requested for Rooftech to manage the project. Budget is currently a ballpark estimate for teardown, building of one new canopy over each door, and atrium repairs. Request for quote to detail each phase of the project to determine the final project cost and whether we should move forward with part or all of the project. Barbie motion to approve additional \$8,700 for Rooftech to manage the project and to receive breakdown of cost for B&G committee to review and vote on the final project assuming the cost comes in under the previously approved amount of \$57,000, Jess second the motion. Vote passed unanimously. \$8,700 will be funded from budget line 7502

- **Update** GA delegate selection process -follow up from LDC
Jess working with the LDC to finalize the process. No additional updates.
- **Discuss** Ingathering Congregational Gathering Discussion
 - General Impressions
Great conversation and suggestions. Continued struggle to identify metrics for measuring success of communication efforts. Shareback was truncated and rushed. Feedback included that the board should find balance and not allow working on communication to interfere with the work of the board. General impression is board communication is conflated to congregational conversations. There is no one-size-fits-all communication style for our diverse congregation. This board is working to redefine what leadership looks like by clarifying what is “board work” and what the congregation should be responsible for.

- Best steps to move forward

Future newsletter topic: This is what the Board's job is (pulled from the Code of Regulations), include what is the job of committees and congregational members. Create a list of committees and definitions of each committee roles.

- [Notes](#)

Task Force Updates (15 minutes)

- **Update** Communication [Communications Report 9-24-24](#) Valerie
Standing entry in newsletter, announcing invitation to upcoming board meetings. Congregants can request the zoom link up to 24 hours before the meeting. Valerie to lead a Communication Committee for Board Communication discussion. Further discussion postponed to October.
- **Update** Finance Sustainability Justin/Barbie
One more session and will present to the board in a few months. The initial report will not include building updates. Still considering Stewardship For Us for additional benchmarking after the initial report. Added Lou Salza to the committee.
- **Update** Future Facilities
Molly
Task Force being built out. Keeping work value-centered. Getting data from Rita about room usage/reservation, current RE usage. Task force is fact finding and the consultant will work on aspirational work. Discussing how to communicate updates to the congregation. Kevin Ortner added to the committee.

Update Committee Liaison Updates (10 minutes)

Molly

-Membership Committee requesting a board Liaison.

-SIT3 requested confirmation on who the OC point person is for Pre-Trial Support and Youth Academy initiatives. Alicia to follow up.

Discuss Points to Report Out - for the newsletter

Communication Survey results; “What is Executive Session?”; “The role of the Board”

Discuss How did we do today? (5)

Around the Table

Closing Words

Alicia

- [Opening and Closing Words for 2024-2025](#)
- October Words: Chuck

Executive Session @ 21:11p

Molly

Adjourn @

Next Scheduled Board Meeting: [Tuesday, Oct. 22 on Zoom](#)

Reference Links:

Reference: [Board Reference Document](#)

[Board Technology](#)

[*Sociocracy for All Basic Resources*](#)

Agenda Flags:

- **VOTE**
- **Action**
- **Discuss**
- **Update**