



## Unitarian Universalist Church in Meriden

### Board of Trustees Meeting Minutes

January 21, 2020

Present: Sandy Duffy, Jane Dioguardi, Randy Heath, Kathleen Lindberg, Rev. Tony Lorenzen, Trish Schneider, Paula Snedeker

Absent: John Sepples

1. Chalice Lighting: Rev. Tony began the meeting with a chalice lighting and affirmation.
2. Statement of our Covenant: Jane read the covenant.
3. Check-in
4. Consent Agenda Items – Minutes and Minister and Liaison Reports
  - a. Acceptance of previous meeting minutes from December 17, 2019
  - b. Acceptance of special congregational meeting minutes from December 15, 2019
  - c. Minister's Report dated 1/16/2020 (excluding "Board Agenda Considerations")
  - d. Worship Associates – 12/18/19
  - e. Finance Committee – email from Trish

Trish made a motion to accept the consent agenda items and Randy seconded. The motion passed unanimously with the following exception:

The minutes of December 17, 2019 were accepted as amended to:

Item #8: IC Lewis Painting: Painting was donated to the ~~Meriden Historical Society~~ Andrews Homestead.

5. Roof Leak (Sanctuary): In February the development team will ask the congregation to participate in a discussion about options for the building, as it is not adequate for growth. In the meantime, Randy will obtain repair estimates for the roof, which is now 20 years old.
6. Updates and follow-ups:
  - a. 501c3 Religious Nonprofit Incorporation: Jane has gotten information from Tom Oakes of MUUS and hopes to have more information to share at the next BOT meeting.
  - b. Board-directed "ball dropping" for 1/1/20 and 7/1/20: We need to ensure that members of the congregation are aware of opportunities to contribute. There are drafts of documents that were created when Donna was president; Jane will email these to the BOT for refinement before distribution to everyone.
  - c. Rev Chapin painting: The canvas (no frame) is on the mantel in the front meeting room. The Meriden Board of Education was not interested in it. Need to decide if we want to keep it, and if so where does it go?
  - d. Letter of support for America Mayorga – Rev. Tony will add an announcement to this week's newsletter and read letter at service on Sunday.
7. Stewardship Drive: Discussion of "stewardship" vs. "fundraising." We need to implement an ongoing way of bringing contributions and growth to the congregation. For the goods/services auction, we need big ticket items; this is an event that should bring in funds from outside the congregation. Rev. Tony said that other congregations have been successful at this and would be

willing to share their tips and ideas. Trish will work with Steven (office assistant) to send out end-of-year statements. Tony has met with Liz Hall and she has agreed to take on the “annual pledge drive” in a way that is educational – we want talking about money to be normal. Liz will be working on an outline of a program and Tony will follow up with her. Also discussed willingness of BOT members to contact congregants about unfulfilled pledges; Tony will make a video announcement that will be shown on Sunday Jan. 26<sup>th</sup>.

8. Credit Card Policy: Trish went to our bank (People’s); UUCM can get a card based on its credit score and income of the congregation as shown on our financials; no one would have to assume personal responsibility or worry about his/her credit score being affected. The application is lengthy and the bank will help with completing it; however, we need a policy first. Trish has several templates, including one from MUUS, and will share these with the BOT. Sandy will work with her on drafting the policy. Need to decide how many cards we want, who can sign, and what type of card (payoff vs. rolling credit).
9. Complaint-Conflict Management Flowchart: Change leads to anxiety leads to complaints. The flowchart shared by Rev. Tony uses a Healthy Conflict Team (HCT) and gives a breakdown of the process for three kinds of issues: preference, performance, and policy. We need a written policy that will be posted. Discussed forming a Healthy Dialogue Team - only one or two people, not on the board or other committees, who have experience in conflict resolution. Needs to be easy to do direct resolution wherever possible. Our existing member covenant is not identified as right relationship so we need a written policy that will be posted. Tony offered to draft something and it was decided that he would send the draft to the pastoral care team for feedback.
10. Church Clean-up Day: Decided on the first weekend in April (April 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>). Will work out details a month in advance.
11. Treasurer’s Report: Randy made a motion to accept the Treasurer’s Report. Kathleen seconded and the motion carried unanimously.
12. Evaluation of Minister and Goals for Year: All UUCM BOT members and development team members need to send their responses in writing to Rev. Tony.
13. Changes to Bylaws: Historically the VP headed the Leadership Council; Jane will discuss with John. Should the council begin meeting again, if not monthly then quarterly? In light of Ann Smith’s resignation, the number of at-large members will be discussed further.
14. Hosting “Small Congregations” event on Pi Day - Saturday, March 14, 2020: Decided that we can host the event even though the sanctuary is not available. Paula will let Rev. Baron know.
15. General Assembly: Reimbursement has not usually been made to delegates but Trish said we have some memorial finds without a designated purpose. There will also be events that are free and open to the public; MUUS is renting a van to attend Sunday worship on June 7<sup>th</sup>. If we get enough people from both MUUS and UUCM we could rent a bus instead. Rev. Tony suggested asking Donna to promote this with a weekly announcement, and maybe Anita could speak about attending GA. Jane will reach out to Donna.
16. Scheduling our next meeting: Tuesday, February 18, 2020
17. Closing: Meeting adjourned at 9:00 PM

Respectfully submitted,  
Paula A. Snedeker