



Unitarian Universalist Church in Meriden

Board of Trustees Meeting Minutes

February 18, 2020

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

Absent: N/A

1. Chalice Lighting and Check-in: Rev. Tony began the meeting with the chalice lighting and Board members checked in with each other. John volunteered to be the timekeeper.
2. Renewing our Covenant: Jane read the covenant.
3. Consent Agenda Items:
 - a. Acceptance of previous meeting minutes from January 21, 2020
 - b. Minister's Report dated 2/13/2020 (excluding "Board Agenda Considerations")
 - c. Worship Associates – 1/22/2020
 - d. Communications Report – 2/13/2020

The consent agenda was accepted unanimously.

4. Treasurer's Report: John had a question about Line 7100 "Payment or Donations to Others" on the P&L Statement; Trish explained this could be a special collection (example: staff holiday gift). John also requested clarification on the budget for printing the orders of service (Line 6506); originally the administrative assistant would track cost of printing per committee but now we have one monthly charge. This line will be removed from budget per Finance Committee. Trish requested permission to post the condensed two-page P&L statement for all members; all Board members agreed. Sandy made a motion to accept the Treasurer's Report. Kathleen seconded and the motion carried unanimously.
5. Evaluation of Minister and Goals for Year/Make renewal plan with MUUS: Rev. Tony is still waiting to receive some responses and stressed that it is important to have these written documents on record to know if we have consensus on various issues. Need to decide if going forward, the board will complete evaluations individually or as a group. Rev. Tony said that a good schedule would be evaluating in the fall because if a new minister is needed, the search begins December 1st. Then in the spring we would do intentional check-ins, and a formal review every two to three years. At this point Rev. Tony was temporarily excused from the meeting as the Board went into executive session to discuss the minister renewal plan. The Board agreed unanimously to renew Rev. Tony's contract for another year; Jane will contact MUUS to work out the details.
6. Faith Development for the Whole Congregation: It was agreed Soul Matters is working well. Trish noted that we need to re-invent faith development; as a Board, let people know it's everyone's responsibility to develop a different model. Rev. Tony shared that one idea that came from the RE meetings he held recently is to have a team (of adults) ready to do activities with kids if needed; he will go through Soul Matters and find a theme/activity for each Sunday. The Social Justice Committee will be asked to work as a team and cover one Sunday/month, teaching our young people why we do what we do. The Board should encourage adults to attend family nights so we can have an intergenerational community. Board members should also help greet, etc., once every two to three months. Discussed holding a "Parents Night Out" where the church would

provide child care for four hours – maybe in May or June? Will have to decide who will cook, who will watch the kids, etc. Can Pastoral Care Committee help? Randy suggested that local restaurants could help promote.

7. Selection of GA Delegates Policy – Propose UUCM GA delegate selection policy: An announcement was made at Sunday service, with the suggestion that a first-time GA attendee should not be a delegate. Congregation needs to be educated further on what being a delegate entails. Trish will email Donna Stimpson, Anita Sanders, and Steve Volpini (with a cc: to Jane) to gauge their interest.

Proposed UUCM Policy: *“Members wishing to be one of our two delegates to UUA Annual General Assembly should apply to the board to be a delegate via email or simple written request. Priority will be given to those who have previously attended GA. Delegates are to vote their conscience unless the board needs to discuss any particular issue or item with the congregation. Requests to be one of our delegates need to be to the board no later than Feb. 28 this year and beginning in 2021 no later than Feb. 1.”*

Motion to accept the policy made by John and seconded by Sandy; motion passed unanimously.

8. Complaint-Conflict Management Flowchart and Policy: Rev. Tony will write text to accompany the flowchart and we will vote on policy at next Board meeting.
9. Updates and follow-ups:
- 501c3 Religious Nonprofit Incorporation: We're not incorporated as a religious institution, but are under the UUA umbrella for tax purposes. Need to register as a charitable organization with the State of CT by submitting a “Certificate of Formation” form.
 - Board-directed “ball dropping”: The Development Team will be making plans and the Board needs to support them in this.
 - Roof leak: Randy will obtain quotes so we can compare options – repair on the one side alone or replace the whole roof?
 - Stewardship Drive: Need update from Liz Hall. John noted that the affirmation she introduced on Sunday (“I am wealthy; we are a wealthy congregation”) puts the focus on the community instead of the individual.
 - Credit Card Policy: Discussed MUUS policy; no objections to Trish and Sandy using it a basis for the UUCM policy.
 - Rental Policy/Agreement - Proposal to add the following to rental policy: *“Community Partners and Nonprofits may have use of the space for a donation if the space is available and they book the space within 60 days of use.”* Definition of or revision of “sexton” must be included. Who gets a key for a rental? Who unlocks and locks up for a rental?
Jane will work on some answers for the next meeting. Randy mentioned that we could install a digital system and use temporary passcodes instead of a key system. If Steven has any questions about the policy/agreement until it is finalized, he will consult with Rev. Tony.
10. Other Business: Church clean-up weekend in April – who will be here? Who will be in charge/who will decide what gets discarded? Can a subcommittee put together a plan over the next week? Need involvement from property committee; Trish will provide some inventory lists; Jane will work on some steps. Need to let everyone know to take any personal property off the premises. Randy suggested pre-staging with different colored stickers. We may need a truck for items to be taken to the dump.
11. Reminder of next Meeting: Tuesday, March 17th at 7 PM in the sanctuary
12. Closing words and chalice extinguish: Meeting adjourned at 9:05 PM. Randy will prepare opening and closing words for next meeting.

Respectfully submitted,
Paula A. Snedeker