

UUCSC Board Minutes – 6/21/2017 (Approved via email 7/3/17)

Present: Sally Barney, Leah Canin, Clerk Mary Fulton, Treasurer Steve Harrison, VP Emily Jacobs, Randi Marten

Absent: Elise Bender, President Linda Whyte Burrell, Rev. David Helfer, Natalie Herbermann

7:05 Check in

Leah Canin surveyed the directors as to the possibility of moving the monthly meetings to an earlier start time. It was agreed that if everyone could meet at 6:30 the time would be adjusted as requested. Leah will contact the people who were absent to get their input and notify the Board as to when the next meeting will begin.

MOTION: Leah Canin moves to ratify the minutes for the May Board Meeting as approved by email. Seconded. Passed unanimously.

Emily Jacobs moves to approve the minutes of the June 4, 2017 Annual Meeting as revised via email. Seconded. Passed unanimously.

Monthly Reports:

Treasurer's report: (Steve Harrison) Printed copy on file with the Board clerk.

Cash in the bank is \$165,055.76. This has been a year of transitioning from paper to digital reports. 2017-18 will begin with the new system in place for timely and accurate reports.

Minister's report: (Rev. David Helfer) Printed copy on file with the Board clerk.

A report was e-mailed to the Board on 6/12/17 because Rev. Helfer is attending General Assembly at the time of this Board meeting. Since a new DRE has not yet been hired plans are being made for a simple but strong Religious Education program. Work is being done on a master schedule that will be available on the UUCSC website. Coverage is in place for pastoral care while Rev. David is less available because of his study sabbatical and vacation time.

Business at Hand:

1. Building use and keys:

The Board recommends that Rev. David and office administrator, Karen St. Peter, revise the facility use document to reflect our current needs and procedures. It is also recommended that a list of on-site UUCSC representatives be made so that they can be hired at the rate of \$20.00 per hour to supervise the building during events held by non-member renters. These representatives could have access to keys through a coded lock box. Security deposits could be handled by holding an undeposited check that is returned at the end of a successful event.

2. Nursery pay raise:

MOTION: Sally Barney moves to raise the nursery care pay rate from \$10.00 to \$15.00 per hour. Seconded. Passed unanimously.

3. RE Stipend:

Rev. David asked that a motion be made to provide a stipend for RE volunteers since the RE committee may be taking on a lot of work formerly done by the DRE until a new DRE is hired. While the Board was supportive of the issue, this motion was tabled until the July Board meeting so more information about how such pay would be determined and distributed can be obtained from the RE committee.

4. Scheduling:

A. The fire drill is scheduled for October 22, 2017.

B. The Board retreat is scheduled for September 9, 2017 from 9:00-3:00 at Virginia Carter's home

5. Update the Bulletin Board:

Photos will be updated and a sign added directing congregants to find contact information for the leadership in the UUCSC directory. Committee chairs and cluster liaisons will be posted on the bulletin board.

6. Contact information for the leadership was updated.

7. Committee chairs were appointed and will be posted.

8. Board liaisons were appointed and will be posted.

9. Rev. David's contract:

Information is needed from the Personnel committee because the timing of all staff contracts is being synchronized.

10. Revision of policy and operations manuals.

Sally Barney, Emily Jacobs, Randi Marten and Mary Fulton will work on this task. They will elicit Rev, David's input early in the process. Leah Canin will contribute to the safety sections.

Adjourned 8:55

Respectfully submitted,
Mary Fulton, Clerk