

Board Meeting October 27 2015

Present:

Janice M., Melanie C., Barbara F., David S., Ann S., Cliff A., DeeAnne M., Paul S., Rev. Andy B.,

Absent:

Guest:

Who to Thank:

Start: 18:30

Time: :02

Many Thanks to:

1. Ken St. J – excellent planning of the cabaret
2. Ann S. – positive thoughts and love to Ann and son

Chalice / Mindful Opening

Start: 18:32

Time: :05

1. Rev Andy read a mindful opening and the team shared their thoughts.

Minister's Report

Start: 18:37

Time: :20

1. Attendance has dropped in September compared to last year, but October has started at a higher rate.
2. We have 21 new members from the largest membership class in VUU history this month.
3. Continue to learn and look for allies around the Black Lives Matter movement.
4. Staff bonuses will be distributed to staff per budget in the mid-November payroll.
5. Rev. Andy formed a sabbatical committee to work on plans for minister coverage. Rev. Andy's sabbatical is planned for July 1 through October 31, 2016

Minister's report was received by the Board.

Proposed Governance Retreat Nov. 14

Start: 18:57

Time: :05

1. Jim Key from UUA will do governance training 9AM to 1PM
2. Team to bring snacks to share

Facilities Committee Reporting Structure

Start: 19:02

Time: :03

1. Ann moved and Melanie seconded to amend Article II.01.01 B to “the other board committee is finance” from “facilities team and finance”. The motion was approved unanimously.

Finance Report

Start: 19:05

Time: :20

Pledges are

1. Pledges continue to be below budget. This is more likely due to collection issues. After announcement in service, we have seen more collection of pledges from members that had not yet paid.
2. \$25,000 in bank – this is \$20,000 more than last September.
3. Should mention in Board Highlights in VUU news letter to thank those that responded and asked folks to pay their pledge if they haven't yet.
4. Last year surplus was not due to pre-paid pledges as previously thought.
5. New budget process was reviewed with no changes to process steps, but new dates. DeeAnne moved and Melanie seconded to approve the new budget process as outlined. The motion was approved unanimously.

Finance report was received by the Board.

Finance Committee Charter Revisions

Start: 19:25

Time: :10

1. Reviewed the charter changes including 8 (up from 6) members and include the Administrator as a non-voting member.
2. This is moving toward giving more authority to Rev. Andy per our policy governance process
3. Janice moved and Melanie seconded to approve the Finance Charter as presented. The motion was approved unanimously.

Check signing process

Start: 19:35

Time: :17

1. Updated check signing process presented and includes:
 - a. Adding the Senior Minister as signer
 - b. Updated Controls
 - c. Oversight/Audit is Finance Committee
 - d. Updates for electronic payments

2. Board recommended to review with Finance team for approval as well as include the process for electronic payments, then bring back to the board for final approval

Review/amend/approve the Minutes

Start: 19:52

Time: :01

1. There were no changes the minutes.
2. Melanie moved and Ann seconded to approve the September Board minutes. The vote was unanimous.

Visioning Process

Start: 19:53

Time: :44

1. Percept Vision Report received and reviewed.
2. Small group meetings for approximately 2 hours to discuss and note
 - a. Why are you here
 - b. Who do we serve
 - c. What is our purpose
3. Next steps:
 - a. Need help with getting a project manager for getting the process complete, scheduling, communication, etc.
 - b. Melanie to help with writing to summarize each section from survey to utilize in small group meetings to start the discussions
 - c. Mention in Board Highlights
 - d. Facilitators to get training
 - e. Schedule meetings

Action Items:

Start: 20:36

Time: :01

1. **ALL: None**

Adjournment:

Melanie moved and DeeAnne seconded to adjourn the meeting. The motion passed unanimously at 20:37.