

VUU Board Meeting 6/28/2016

Present:

Janice M., Musette S., Ann S., David S., Jess N., Cliff A., DeeAnne M., Barbara F., Paul S., Melanie C.

Absent:

Guest:

Welcome New Board Members: Jess and Musette

Start: 6:35

Time: 20 minutes

Reviewed how voting will proceed during this meeting: anything for future new Board members will vote on and anything from past outgoing Board members will vote on. We introduced ourselves.

Consent Agenda

Start: 6:55

Time: 2 minutes

1. Consent Agenda Topics
 - a. May Meeting minutes
 - b. May Finance report
2. DeeAnne moved and Melanie seconded to approve the consent agenda as written. The motion was approved unanimously.

Finance report was received by the Board. The VUU Finance Memo is attached to these minutes.

Board Calendar

Start: 7:00

Time: 15 minutes

1. Distributed our Vision and Ends statements document, which should frame our work/our agenda throughout the year. We should shift our work toward these ends. As a Board, we can use them to begin thinking about the agenda of what we want to accomplish for the coming year.
 - a. DeeAnne volunteered to make poster-size copies for the various meeting rooms.
2. Calendar shows the key items the Board needs to take care of each month and what is on each monthly agenda including tasks for sub-committees. Confirmed that meeting on the 4th Tuesday is okay. (P means in person and V means video.) Janice has proposed to schedule the Annual meeting a week earlier than it was last year to capture congregants before they leave for the summer.
3. DeeAnne will present the 5-year capital (expenses) plan and proposal for what will be needed for a reserve fund that could be part of the Capital Campaign in November and then the vote can take place as scheduled in December (in her absence).
4. DeeAnne moved and Cliff seconded that we approve the calendar as written with the exception of the Retreat and Board Orientation dates which need to be rescheduled and presenting the 5-year plan in November. The motion was approved unanimously.

Board Roles & Appointments

Start: 7:15

Time: 45 minutes

1. Discussion of structural options for each role and who is energized by what work. The proposed Roles and Structures document was revised, especially with regard to the Presidential responsibilities. The revised Board Structure and Roles document is attached to these notes.
2. Elections:
 - a. President: Janice
 - b. VP: Paul
 - c. Financial Analyst (Treasurer): DeeAnne
 - d. Secretary: Jess
 - e. Board Rep to Finance Committee: Cliff
 - f. The other part time roles will be determined at the next meeting.

Finance Committee Actions

Start: 8:00

Time: 5 minutes

1. There was some discussion about whether a Board Rep to finance is needed. Cliff volunteered to attend the meetings with DeeAnne.
2. Select check signers: Reverend Andy, Paul, Barbara and Janice (backup only)
3. DeeAnne moved and Melanie seconded that Reverend Andy, Janice, Barbara and Paul are check signers with Janice being backup only.

Board Assessment

Start: 8:05

Time: 15 minutes

1. Paul reviewed the document he compiled and there were no additions/edits. We will share it with Reverend Andy upon his return from sabbatical.

Ministerial Assessment

Start: 8:15

Time: 10 minutes

1. Melanie reviewed her compilation of the responses received for the ministerial assessment. There was one recommendation from Ann that was accepted. All agreed.

Linkage: "Board Room" July 3rd and Aug 7th

Start: 8:25

Time: 1 minute

1. Recap of the email Janice sent about who has volunteered to work the Board Room – everyone can refer to that email.

Action Items:

Start: 8:26

Time: 1 minute

- Janice will send a doodle to reschedule the Board Orientation meeting.
- Janice will send a doodle to reschedule the Board Retreat
- Janice will coordinate a meeting with Stewardship and Finance and Capital Campaign committees
- Janice will explain to new Board members the additional roles
- Melanie will create a Word document of the response and update it based on the agreed update and then hand off to Reverend Andy, Janice and Sue for his files.
- Paul will upload the previous Minutes since March to the website and train Jess on how to do it.

Adjournment:

Melanie moved and Ann seconded to adjourn the meeting. The motion passed unanimously at 8:34.