

Board Meeting

Present: Janice M., Paul S., Musette S., DeeAnne (by phone), Barbara F., Jess N., Rev. Earl

Absent: Cliff A.

Gratitude

Start: 6:43 Time: 0:05

- Musette passed out Thank You notes for Board to sign (VUU Staff, Worship Associates, CMCR Committee, Johnnie Godfrey re: Hospitality/Andy's reception).
- Discussed thanking those who organized the Cabaret — Ken

Mindful Opening/Minister's Report

Start: 6:48 Time: 0:04

- Rev Earl led a prayer
- Rev Earl reports he has been meeting with various members of congregation. He shared his positive observations of VUU, noticing good differences and happily engaged congregants.

Consent Agenda

Start: 6:53 Time: 0:23

Consent Agenda Topics

- Previous meeting minutes
- DeeAnne gives overview of Financial Report.
- DeeAnne gives updated information regarding financials. In September, we did not collect much revenue. Discussed that this period is difficult, again due to summer, absence of snow birds, and absence of Rev. Andy. Also, currently, paying two ministers; therefore, expenses higher than typical. Have not had Compassion in Action Sunday, but there will be one next Sunday. Finally, the rent from Montessori school is delayed. The low revenue is to the point where VUU is at risk of not making payroll. Sue will make an extra deposit this week. Difficult to predict, but there is good chance there

will not be enough. Finance committee was two weeks ago, and this information was not known.

- Discuss Reserve Funds — These funds were already pulled 5 or 6 weeks ago to meet operating needs due to shortfall in pledges and extra expense for failed AC units.
- Discuss if possible to delay other payables. Haven't paid dues yet, and will hold off paying that until we're able.
- Rev. Earl notes school rent will be in next week (about \$6,000). Won't know exact number until the end of the week.
- DeeAnne will be talking on Sunday regarding Compassion in Action. Someone has offered a matching grant. However, we also need to make announcement regarding shortfall of pledges. Asking Sue to send out a plea for pledges.
- Recommend asking Special Funds to make up payroll shortfall.

Paul moved and Musette seconded to approve consent agenda. The motion passed unanimously at 6:54.

DeeAnne moved that the board request a 90 day loan of \$20,000 from Special Funds to be paid back asap in order to make payroll and cover any additional shortfalls. Financial analyst will give Board twice monthly update on status of pledge payments in order to pay back loan. Paul seconds. The motion passed unanimously at 7:16.

Board Policy Review & Changes

Start: 7:17 End: Time: 0:39

- Barbara presents Article II revisions in reference to Mission, Vision and Ends.
- Janice notes that Andy was using "Program Plan" terminology.
- Barbara, working with David S. and Anne S., recommends Policy "Task Force" become a standing Policy Committee. Purpose of committee would be to review and write policy, and ensure compliance. For example, there is a listing of reports due to Board monthly, some of which we aren't currently getting. Passed out Draft Charter for the Policy Committee. Board will review and discuss further at later date.
- Next, discussed CMCR policy revisions — name changes, included reference to the Minister's role in the CMCR process. Defines how the committee is started. Policy committee is in favor of report being anonymous with a separately stored key document. Question whether Board needs a more thorough review of the application of the CMCR policy before revising the policy. Will review lessons learned review, need

to include steps to take after the CMCR process is complete to better serve congregation's needs, review suggested changes, and then vote on revised CMCR policy at later date.

Financial Strategy Summit

Start: 7:52 Time: 0:04

- Janice reports that VUU assembled head of Finance Committee, Special Funds, Stewardship, and Rev. Earl for a phone call with Kay Crider (consultant) to discuss how to approach preparing for a capital campaign.
- Logistically — Andy gets back in November and will then write out Program Plan on how to implement the End Statements (ie what is our growth plan?). Once that Plan is outline, Board will use as a guide for budgeting. Consultant says we should have a “next steps” weekend with the congregation. In order to go into next steps weekend — we will need the program plan and financial forecasting, which will take until end of January to get all that laid out. Therefore, next steps weekend could be held in February. Then by April could perform feasibility study.
- Therefore, given the sabbatical wait time and summer hiatus, would wait until fall of 2017 to launch campaign (combined operating and capital campaign).

Board Calendar and Board Goals 16-17

Start: 7:57 Time: 0:16

- Work on Board Goals.
- Janice hands out “what guides us” document, previous Board Goals, and Board self-assessment results from last year.
- Previous Board Goals unmet:
 - Long Term Financial Strength
 - Property Planning
- Brainstorm Goals between now and next June — What do we want to get done?
 - Grow into next phase of policy governance by establishing policy sub-committee, creating a functioning ongoing policy review process. Prioritize policy governance. Compliance monitoring.
 - Planning Goal — Multi-year planning to support the mission. Board guides, facilitates, and supports this type of planning. Board may be more involved with content at this time — will be careful to not overstep, but support process. Finance committee, property planning, method for cashflow planning.

- Re: Finances to support Mission/Vision/Ends — This board year will be the next steps weekend and feasibility study.
- Re: Minister's report to the Board - What information do we expect the minister to provide to board? Connect to review of Minister.
- Board will also review results of current Member Survey to see if another goal becomes clear.

Member Survey

Start: 8:14 Time: 0:04

- Survey has been sent out. As of this meeting, 50 responses currently. Anne suggests reminder email once every two weeks. Will send out next email in the next week and a half. Aim for survey to be closed by next board meeting.

Linkage - Board content on Website “The Board Room” Leadership Council Meeting 9/24

Start: 8:18 Time: 0:19

- Discuss storage for important documents and preservation of Board minutes. Need a secure place for preserving.
- Paul reports on last month's Board Room — positive feedback received regarding healthy operation of VUU Board.
- Janice reports on the Leadership Council meeting held on 9/24. There was Leadership training during beginning of meeting. Instructed on how to use Breeze on posting a request for volunteers. Leadership Dev committee is broadening its scope to help develop leaders AND volunteers. Linda H. is standing in as what may in the future be a Volunteer Coordinator role. Getting more seriousness about Volunteer Recruitment efforts.

Action Items/Wrap Up

Start: 8:33 Time: 0:11

- Discussed hosting a Board fUUnD activity with a band, possibly host a dance.
- Janice and DeeAnne will be at The “Board Room” on Sunday.
- DeeAnee

- Contact Chris S at Special Funds
- Relay to Finance Committee that Board would like committee to create a bi-monthly report to ensure close monitoring of finances at this time to stay aware of any trends.
- Discuss with Sue R the need to send quarterly pledge report with Cover Letter.
- Follow up regarding pledge collection process on the website.
- Janice
 - Write letter to accompany quarterly pledge report.
 - Consult members of CMCR committee and seek input from Board and others involved in process before next Board meeting and give feedback.
 - Follow up with Jim H regarding new Board Members' badges.
 - Recap Leadership Development takeaways regarding work of the ministries for DeeAnne's Compassion in Action talk.
- Barbara
 - Circulate Policy revisions to discuss ahead of next Board meeting.
- Paul, Barbara, Cliff
 - Send bios and photos to Musette for website.
- All Board - in November, address need to preserve VUU's old Board minutes and important documents. Creation of a standardized platform.

Adjournment

Jess moved and Barbara seconded to adjourn the meeting. The motion passed unanimously at 8:44.