

## VUU BOARD MEETING MINUTES

Thursday, September 23, 2021 4:30 PM – Zoom Online Meeting

Board Members Present: Mary Wolf-Frances, Pam Swan, Tom Briggs, Debi Grande, Kevin Guhman, Dan Sepakie

Absent: Maria Dixon (except for a brief appearance)

Ex Officio Member Present: Rev. Dr. Fred Wooden (for the first half of the meeting)

Guests Present: DeeAnne McClenahan (CPC), Jim Horton (CPC, Facilities, Finance), Mark Tate (CPC), Adam Romney (MSC), Douglas Campos-Outcalt (Covid), Carl Anderson (MSC)

TIME	ITEM	LEADER	PURPOSE
4:32	Meeting called to Order	Mary	
4:33	Approved modified agenda including COVID	Mary	Pam –Moved Debi 2nd .Passed 6-0
4:35	Mindful Opening	Rev Fred	Check in.
4:40	Who to thank?	Tom	Marci and staff, Carl Anderson for Coming of Age, Meagan Kimball and Chris Sar for Rummage Sale, DeeAnne McClenahan and volunteers for staffing the Office.
4:45	Consent Agenda: <ul style="list-style-type: none"> <li>• Prior Meeting Minutes</li> <li>• Prior Month Finance Report Approval</li> <li>• Minister's Report</li> </ul>	President	Read the reports on Trello before our meeting. Moved to approve Consent Agenda – Dan, Pam 2 <sup>nd</sup> . Passed 6-0.
4:55	CPC Update	DeeAnne	Bids for roof and AC projects being received. Work will take place in summer 2022. Inclusion of class rooms will reduce seating capacity of Sanctuary. CPC will keep Board, Congregation and stakeholders informed via regular updates. Tom mentioned that one stakeholder is IHelp. CPC requested Board approval of: Measures of Success – Approval moved by Pam, 2 <sup>nd</sup> by Tom. Approved 6-0. Require Board President to sign all contracts for CPC projects. Projects \$100,000 or greater will be reviewed with the entire Board prior to signature by President. Moved by Pam, 2 <sup>nd</sup> by Dan. Passed 6-0.
5:10	MSC Update	Adam Romney, Carl Andersen	Summary of responses to Congregational Survey reviewed with Board. Results show that we are aging (1/3 are 70+) and “white” (single digit people of color) and educated (most with college degrees). Outstanding ability to write sermons and communicate well is ranked highly by the Congregation. Cottage Meetings underway. Carl requested that the Board hold a separate Cottage Meeting on Sept. 27,28,30 or Oct 7 through

			Oct. 16, 2021. Tom asked for a few days to pick a date that works for his family commitments. The Board agreed to send potential dates to Carl so that he can schedule the Cottage Meeting.
	COVID Committee Update	Douglas Campos-Outcalt	Hope to enlarge Sanctuary in person services to as many as 75 people on Oct. 17, with vaccination protocols. Will present COVID info at 6:30 PM on day of Congregational Conversation. (via Zoom)
5:25	Facilities Committee Update	Jim H.	Update on roof and other projects presented to Board. Several contracts will need to be signed by Board President next week.
5:40	Congregational Conversation Agenda	Mary	Reviewed and approved the agenda- Zoom meeting and Sanctuary immediately after service. Updates from CPC and MSC followed by questions and answers. COVID update at 6:30 PM via Zoom. Agenda approval moved by Dan, 2 <sup>nd</sup> by Pam. Approved 6-0.
5:35	Audit	Mary	Mary has received an estimate of \$3,000 to \$10,000 dollars for a Forensic Audit of VUU finances. She has been told by the Special Funds Committee that they will likely approve funding if we make an application. It was moved by Mary and 2 <sup>nd</sup> by Debi that we approve proceeding with this audit. Passed 5-1.
6:00	VUU Governance Policy Document	Mary	Document contained many typos. Not ready for approval. She will return to Policy Committee for revision, including version dating. When ready, will distribute to Board for review and approval.
6:15	Calendar Review and Approval	Secretary	Previously approved revised Board meeting dates for November and December are in the VUU Calendar.
6:25	Action Items/wrap up	Secretary	Confirmed follow up actions from previous minutes. Reviewed action items for this month (see listed below).
6:28	Adjourn	All	Moved by Dan, 2 <sup>nd</sup> by Debi. Passed 6-0. A very full meeting has ended!
	<b>Calendar Items - Coming Up:</b>		
	Next meeting: October 28 <sup>th</sup> - virtual		

**Action Items:**

1. All. Send acceptable dates for the Board Cottage Meeting to Carl Anderson. (canderaz@cox.net)
2. Mary - Request a revised VUU Governance Policy Document from the Policy Committee and distribute it

to Board members for review and approval.

3. Mary – Confirm who is giving the CPC and MSC portions of the Sept. 26 Congregational Meeting. Confirm technical support for the meeting as well.

The Board may enter Executive Session whenever a confidential topic is discussed