

2/16/16

## UUCNH Board Meeting

Board Members in attendance:

Dennis Doubleday

Randy Minnich

Mark Draa

Dawn Lindsay

Rachael Smart

Joyce Kepner

Ivan Baumwell

Ex Officio in attendance: Ellen Saksen, Greta Porter, Scott Rudolph

Bob Delaney

Absent: John Brobst

### 1. Consent Agenda

- a. Previous Month's Meeting Minutes –
  - i. be sure to talk to committee heads and ask for budget requests by end of month of Feb
  - ii. Remind chairs to check calendars before planning
  - iii. Reminders will be sent to congregation about fulfilling pledges as we are behind
- b. Congregational Meeting minutes – no comments
- c. Approval – 1<sup>st</sup>, 2<sup>nd</sup> RM unanimous

### 2. Action Item Review

- a. Some work being done on rentals (but JB not here to expound)
- b. Pete has put up volunteer board! RM to contact Rachael and Michelle to outline next steps. Have RM and Pete introduce this concept at service soon. Reminder for next month for update
- c. DD sent redlined contract for Scott, just before the meeting.

### 3. Governance Task Force Update

- a. Have draft org chart and now they will draft packet to explain it, DD please add time in March meeting to go through it. Open meeting 4/10 at church to review for info sharing.

### 4. Facilities Use Task Force (handout)

- a. Group met and setting up protocols, tools
- b. "Test" Liaison Report by RM: are gatekeeper fees built into rental fee? Yes. Snow Removal? Only if we have rental. For larger rentals – approximate cost for paper towel, toilet paper, trash bags, soap etc. Will meet monthly. Folk Pgh brings kids and kids use RE supply and Spirit Play room – also will have to repaint upstairs hallway due to "little kid" handprints and scuffs. Kathryn decided to deny them further rentals. Can we add "relationship to mission" as we evaluate? Still not renting to "commercial" ventures. But what does that mean? Only rent to non-profits? There is gray area here – maybe needs to be a board discussion – add as "Flag". Will be good to get additional people

involved so it's not just Kathryn dealing with this. Kathryn getting "rental inquiry form" on website soon. RM - Add "vs. last year" to report in terms of revenue. Add "variable rentals or upcoming events for next month to show regular or new customers on the calendar. Need guidelines. Make sure rental agent knows how UUCNH uses space on Sunday morning and to serve our congregants – this always should take precedence. Having a task force that checks in with Scott and Greta will help a lot. New prospects may have to go through deeper screening to make sure they relate to mission? Once we have firm pricing we can put them on the website. Kathryn now doing price comparison. Definitely need guidelines from board but board does not wish to micromanage. Maybe add "consumables" charge based on number of people coming to event. Next steps: Task Force will continue to work on price comparison and general info.

5. Importance of Fund-Raising to Stewardship

- a. Concern that even if we have successful campaign, will it be enough? How much more can we be asking for given natural increase of 10%. Are there other avenues besides stewardship campaign? Like fund-raising or auction? Is fund-raising a nice-to-have or must-have? Do we ask finance to include fund-raising line item and then backfill? Remember- there is a rummage sale being planned. A fund-raising chair is a must-have. If there isn't one, then who is in charge of that? A volunteer management issue – the right person is out there! And they need team to share the responsibility. OR: Board decides on an event and put out request or person to run that one event instead of chairing whole committee. Also – could have brainstorm session with people just for ideas and then hope to get people from that activity to run it. Line item for 2016-2017 budget should be "fundraising" and plan for it. Carry rummage sale revenue into next year and then also budget next year for fundraising event. RS and DL to gather info about what other churches/orgs doing for fundraising. DD to supply info about what we raised in past years with what activities. Don't forget that certain fundraisers bring other people into the church. Art and musical and food events may bring other people into church and that's good.

6. Discussion/Action Items from Congregational Meeting

- a. Vote on CSAI's, tie between racial justice and climate change. Happens to line up with what UUCNH currently supporting.
- b. Black Lives Matter sign to go up at front door. Strong but not unanimous support for sign at road. Unanimous support for sign on website. SR to ask Lynne to post Black Lives Matter banner on UUCNH website. Link to UUA site. RS to ask systemic change group/BEACON to come up with recommendations for road sign. SR/DL to inform Bellwood that we will be putting sign at our church door, and maybe something at road.
- c. Email from congregant – concern that we didn't ask congregation about what to put up re:BLM. In this case, board was simply looking for validation. People who come to meetings have voice heard. If we had gotten significant pushback we would have gone to vote. We got random sample and it gave overwhelming support. Vote would come if

we wanted to do some sort of congregational matter or program – potentially. DD respond to Eleanor.

- d. People want a running total for what we’re raising for Share The Plate – RS get monthly tally of Share The Plate from Lindsay – and put in annual report at end of year.

Adjourn – 9:01 IB 1<sup>st</sup>, JK 2<sup>nd</sup>, unanimous

Tentative annual meeting 5/15/16

Next meeting: March 15, 7:00 pm

Action Item	Responsible Party
Introduce concept of volunteer board to congregation	RM, RS, Michelle
Remind committee chairs to submit budget requests and check calendar before planning events.	All liaisons
Add time on March meeting agenda to address org chart	DD
Rental policy – this is an issue – consider as board discussion	DD
Rental report from RM – add “versus last year” to delta in revenue	RM
Gather info about what other churches do for fundraising	DL and RS
Create report of what amount each fundraiser raised in past	DD
Please post Black Lives Matter on UUCNH website	SR ask Lynne
Ask BEACON for recommendation for road sign wrt Black Lives Matter	SR
Inform Bellwood that Black Lives Matter sign will go at UUCNH front door and that we are considering one at road	SR
Respond to email from Eleanor Howe wrt Congregational meeting	DD
Begin getting g monthly Share-the-Plate tally and share with congregation	RS