

UUCNH Board of Trustees Meeting Minutes

2/21/17

Board Members in attendance:

Ivan Baumwell
Dennis Doubleday
Joyce Kepner
Dawn Lindsay
Randy Minnich
Ellen Saksen
Robyn Travers

Absent: Jan Hoeter (JWH)

Presenter: Greg Jarold

Ex Officio in attendance: Kristen Clarke,
Jennifer Halperin, Scott Rudolph

1. Consent Agenda
 - A. Previous Month's Meeting Minutes (1/17/17) – no comments
 - B. Mid-Year Congregational Meeting Minutes 1/21/17; follow up and posting of bylaws changes – KC to update to include the bylaw changes.
 - C. Committee Reports from Liaisons – no comments
 - D. RM motioned; RT seconded: unanimous approval
2. Safety preparedness update – Met with Franklin Park police officer to discuss security. Officer will do safety training for all ushers, teachers, greeters, etc. once we're ready. First step is to estimate the cost to obtain the walkie talkies. Need a safety committee; doesn't need to be permanent. Thank you to Ron Smart for new safety features with the doors.
3. Little House update – Little House has asbestos in some of the tile and it needs abated. We need the abatement permit first before a demolition permit can be obtained. The tile looks too new to contain asbestos, so have requested the written report before authorizing any additional work.
4. Children's Memorial Fund proposal presented by Greg Jarold – Grant money for seed project in Homestead called Raising Readers to borrow books. This is the first attempt in Western PA. This is already a community center where children are already attending, and it is done in conjunction with their education program. The request of \$2,500 is substantial for our typical request, but we have over \$13k for grants available. The largest restriction to how we donate the money is that we want it to be going to a professional organization and not individuals, and we ask that they have already explored every other avenue possible for money. Request to fund the donation of books for Raising Reader. **RM motioned; DD seconded: unanimous approval.** Please celebrate the grant request with the congregation when possible. Children's Memorial Fund could be the committee of the month.
5. Personnel Committee – We have a CAR document, and recently regrouped to hash out what the group entails. The personnel committee is not evaluating employees, but our recommendation is that yearly evaluations be performed. Mandate that the minister perform the evaluations yearly, and that the board evaluate the minister on a yearly basis. Suggest the personnel

committee look at what the UUA has in place for evaluations and procedures and use it as a springboard. Recommend a self-evaluation and 360 evaluations. Need an advocacy procedure as well such as what happens if the minister is unhappy with how he/she is evaluated; who is the next tier if not the board? Putting together documentation for time off, insurance, goal setting, etc. May be interesting for how the board evaluates itself as well.

6. Focus Areas

- A. Social Justice – Interesting things in the works behind the scenes such as Sacred Conversations that turned into two task forces. Green Sanctuary Project, etc. Marketing is still important. We will have a list of all of the things going on in the church in regard to Systemic Change monthly in the Intercom, e-news, and bulletin board.

- B. Connections – Next step is to figure out engagement. Maybe sit in on a Connections team meeting. Engagement needs to be personal. After each new member Sunday, maybe ask them how they found out about us? It would also be good to find out why people don't come back. In the past, each person coming in was connected to a new person, and it was up to that person to keep in touch with them.

- C. Growth – We have been sitting in on the Communications team meetings. Brainstorming strategic ways to do some marketing and outreach. Need to take advantage of joint marketing with other UU churches. Results of the postcard campaign from the Milner Foundation were unsuccessful, but at least it was one hit to market to someone.

12. New Business – Need to celebrate the Green Sanctuary project and place it on the website.

System Change is planning to sell signs that state: “No matter where you are from, we’re glad you’re our neighbor” in Spanish, English, Arabic. Request to put a sign by the road out front of the church. **RT motioned; ES seconded; unanimous approval.**

Adjourn 8:59 – DD motion to adjourn; IB seconded

Next board meeting: March 21, 7 pm

Action Item	Responsible Party
Look into cost of walkie talkies	RM and JWH
Add reminder to the master calendar to have an end-of-year self-evaluation of the board.	IB