UUCNH Board Meeting Minutes
September 20, 2018

In attendance: Kathi Finch, Jan Hoeter, Mary Ellen Johnson, Don Nelson, Rev. Don Rollins, Ellen Saksen, Robyn Travers, Susie Wood

Secretary for meeting: Ellen Saksen

- Approval of August 2018 meeting minutes:
  Robyn Travers: motion to accept minutes
  Mary Ellen Johnson: seconds motion
  Unanimous approval of minutes

- Approval of liaison reports:
  Kathi Finch: motion to approve liaison reports
  MEJ: seconds motion

  Unanimous approval of liaison reports

- Inclement weather policy: we now have email so ES can proceed with registering us for television updates. Put link on UUCNH website: for inclement weather updates click here (which will go to KDKA/WTAE etc website)

- Sexton hire: Resumes are coming in! Don R to handle sifting process and then the “yes” pile gets looked at by Don N also.

New Business

- Safety Team liaison report – team looking for guidance: is board ok with team concentrating on active physical violence/active shooter threats, then all other safety topics like medical, service disruption, fire etc. So long as team presents it as we are addressing the risk that would inflict the most damage, and our decision process is clear.
  - Will eventually put language for order of service about “If you need assistance in an emergency please notify an usher prior to the beginning of the service”
  - Fire may be a bigger threat: October 14 is fire drill for children and youth
  - First step install deadbolt locks on all classroom doors – 8 internal and ability to barricade internal door set in vestibule
  - Cameras – recommendation is 4
  - Budget is about $1500 – JH to provide cost estimate for 2018 for approx. $1500 and then consider needs for 2019 and submit additional budget during budget request time
  - Establish communication approach (phases) for communication to congregations and also budget planning year to year
- Settled minister contract and compensation—Ministerial search team looking for authority to offer max if need be, knowing they will most likely start with min. Board trusts team and gives them authority to make the right decision.
- Board covenant—move 5 bullets about mostly housekeeping to bottom, move more important bullets to the top—all agree new version good to go and we will sign next time.
- Shall We Grow?: Can ministerial search team share aggregated answers from survey about growth? Don R working on getting Sunshine (from the region) to come and give talk.
- Policy on soliciting within congregation: do we need to write one? Policies make things clear. Direct approach/conflict of interest/non-solicitation—SW to appeal to CR mail list and ask for examples of policies so we don’t reinvent the wheel.
- Hospitality—issues and action plan (picnics, potlucks and external rentals): Chronology—get sexton hired first and get a few things fixed THEN hire event coordinator. Need plan for this year for internal events and rentals already on the calendar—especially given Kathryn’s departure in December. Will make explicit pitch to church in October 14 about hands needed for xmas potluck. Don will “Work the magic clipboard!” and ask for help through the rest of the year.

Action Steps:
- ES can proceed with registering us for television updates. Put link on UUCNH website: for inclement weather updates click here (which will go to KDKA/WTAE etc website)
- JH to provide cost estimate to do locks and cameras
- SW to appeal to CR mail list and ask for examples of solicitation policies so we don’t reinvent the wheel.

Next Meeting Date: October 16th 7pm