

**UUCNH Board Meeting Minutes
January 18, 2022, 7pm via Zoom**

I. Attendees – Julie is Note Taker

Rev. Jane Thickett Dana Poss, DLFD Alex Saksen, President _ Jen Suehr, Vice President__	Julie Kant, Past President Hal Dixler, Secretary Connie Ritzert, Board	Beth Zak, Board Allyson Zadnik, Board Other
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II. Chalice Lighting

The best thing one can do when it is raining is to let it rain – Henry Wadsworth Longfellow

III. Check in - All

IV. Administrative Votes - Alex

A. Approval of minutes from the December 2021 Board Meeting

Motion	Second	Vote
Beth	Julie	unanimous

B. Approval of liaison reports

1. Any additions or updates to liaison reports?

Motion	Second	Vote
Jen	Connie	unanimous

Reminder in eNews that front doors need to be locked by last group leaving the building.
Beth will add this to list of usher’s duties.

V. Minister’s Report – Rev. Jane

VI. Final Planning for 2022 Mid-Year Annual Meeting – Beth/Alex

YouTube stream will remain open for the meeting directly following the service. Nine presentations, 2 will be remote, for an hour of content.

VII. Omicron Discussion – Alex

Task Force on In-person Gathering is monitoring Omicron in Allegheny County. Suggestion to place COVID Policy in more prominent place on website.

VIII. Archives (digital and physical) – Julie

John Ballance recommends the Board appoint one person, one point of responsibility, rather than a team. Julie will find a small group to go through accumulated documents in the silo rooms. See attached notes from discussion between John and Julie.

IX. Personnel Committee – Beth

A. Report on Pilot Review Feedback

PC appreciates many helpful suggestions on the evaluation process, including additional training to follow SMART (Specific, Measurable, Actionable, Relevant, Timely) guidelines.

B. Benefits Tune-up

Office Administrator will provide paperwork for new hires and then pass completed documents to the Treasurer; Two people (Treasurer and member of PC) will conduct Annual Benefits Tune-Up; BOT President & VP will meet with Bellwood Director and Treasurer 3 times a year.

Motion	Second	Vote
Connie	Alex	Unanimous

X. New Business – Allyson

Allyson confirmed the roles of BOT members participating in the “Get to Know Your Board” service on Sunday, Jan. 23

XI. Extinguish Chalice & Adjourn

Many ideas grow better when transplanted into another mind than the one where they sprang up. – Oliver

Wendell Holmes

XII. Next Board meeting – Tuesday, February 15, 2022, Beth is voluntary note taker

Action items

Who?	What?	Due date
Julie	Reminder to lock doors if you are the last person to leave church, for eNews.	1/19
Alex	Check By-Laws re: non-members taking part in Capital Campaign poll on which of 3 funding packages: Basic, Enhanced, Premier	
Alex	Send COVID capacity to Dana i.e. number of distanced occupants for each room in the church	
Julie	Send summary of discussion of Archives with John Ballance to all	1/19
Beth	Add locking the front door to the list of usher's duties	
Beth	Convey Board approval of Benefit Tune-Up changes to the Personnel Committee	

UUCNH Board Meeting Agenda
February 15, 2022, 7pm via Zoom

I. Attendees – Beth is Note Taker

A. Rev. Jane Thickstun __	E. Julie Kant, Past President __X__	H. Beth Zak, Board __X__
B. Dana Poss, DLFD __X__	F. Hal Dixler, Secretary __X__	I. Allyson Zadnik, Board __X__
C. Alex Saksen, President __X__	G. Connie Ritzert, Board __X__	J. Other __Robyn Travers (Stewardship)
D. Jen Suehr, Vice President __X		

II. Chalice
Lighting

May this be the day we come together. mourning, we come to mend, withered, we come to weather, torn, we come to tend, battered, we come to better. Tethered by this year of yearning, we are learning that though we weren't ready for this, we have been readied by it. We steadily vow that no matter how we are weighed down, we must always pave a way. forward...This hope is our door, our portal. Even if we never get back to normal, someday we can venture beyond it, to leave the known and take the first steps. So let us not return to what was normal, but reach toward what is next. – Amanda Gorman, The New Lyric

III. Check in -
All

IV. Administrative Votes -
Alex

A. Approval of minutes from the January 2022 Board Meeting

Motion	Second	Vote
Julie	Beth	Pass - unanimous

B. Approval of liaison reports

- Fundraising committee update: Discussed timing for auction – planning to hold in the fall pending increased in-person attendance.
- Safety Preparedness: Discussed potential to apply for grant for security for non-profits as well as security cameras.

Motion	Second	Vote
Jen	Hal	Pass - unanimous

V. Minister's Report – Rev. Jane

Rev. Jane not in attendance so no further updates to written report

VI. Stewardship - Robyn

- Theme: Love will guide us
- Planning to include full canvas in this year's campaign
- Barry Finkelstein to lead two different training sessions
- Paper pledge cards or online pledge available
- Campaign: March 6 – 27. Will start displaying names of those who have turned in pledge cards on screen before service starting March 6.
- Request for Board: Turn in pledge cards early by March 2 Request for Board: Serve as canvassers

VII. Memorial Garden Committee – Julie

Approval of revised Memorial Garden Committee Policy – Tabled until March

VIII. Capital Campaign Committee Contract – Jen

- Jen meeting with capital campaign team and Barry on 3/1. Will seek input from Barry on role of BOT.
- Committee requested that Board members attend at least one capital campaign sessions.
- Discussed providing support/communication.

IX. Scheduling Round Table Discussion with Rev. Jane – Exec. Com.

Discussed scheduling of follow up meeting

X. New Business – All

None

XI. Extinguish Chalice & Adjourn

For the cramped bewildered years we went to school to learn to know the reasons why and the answers to and the people who and the places where and the days when, in memory of the bitter hours when we discovered we were black and poor and small and different and nobody cared and nobody wondered and nobody understood;... For the boys and girls who grew in spite of these things to be man and woman, to laugh and dance and sing and play and drink their wine and religion and success,...

Let a new earth rise. Let another world be born. Let a bloody peace be written in the sky. Let a second generation full of courage issue forth; let a people loving freedom come to growth. Let a beauty full of healing and a strength of final clenching be the pulsing in our spirits and our blood. Let the martial songs be written, let the dirges disappear. Let a race of men now rise and take control. – Margaret Walker, “For My People”

XII. Next Board meeting – Tuesday, March 15, 2022, Allyson is voluntary note taker

XIII.

Who?	What?	Due date
Alex	Coordinate with B&G to investigate pricing for security cameras	
Connie	Reach out to Safety Preparedness for history/input on security cameras, share with BOT	
Alex	Send e-blast about security incident	
All Board members	Turn in pledge cards by March 2	3/2
All Board members	Consider being a canvasser for stewardship. Communicate to Robyn by February 25 at the latest so she can include all the names in the March 5 raining	2/25
Alex	Sign Barry Finkelstein contract (non-Stewardship contract)	
All Board members	Attend Capital campaign sessions	
Alex	Share UUA link about review guidance	
Alex	Send scheduling poll to Board for Round Table	

UUCNH Board Meeting Agenda

March 17, 2022

Meeting held via Zoom videoconference

Attending: Mary Ellen Johnson, Susie Wood, Hal Dixler, Dana Poss, Julie Kant, Don Nelson, Beth Zak, Rev. Jane Thickstun, Kathi Finch

Chalice lighting and opening words – 7:00

Check in

Voluntary minute taker is Kathi Finch

Approval of minutes from the Feb. 18, 2020 BOT meeting motion SW 2nd JK Vote Unanimous

Approval of liaison reports motion BZ 2nd DN Vote Unanimous

Stewardship

- Don will embed a link to the online giving page on UUCNH website to encourage donations and pledging
- Rev. Jane will continue to include an Offering in Sunday services and pledges will still be encouraged during service
- Otherwise, stewardship activities suspended until April, when we have a better sense as to how things are going to play out with the coronavirus

Architect proposal for roof

- Hiring project management/architectural firm is expensive but the benefits are their expertise, their ability to interface effectively with the roofers, and their ability to make sure the project is done correctly
- BZ motioned that we move forward with the Florida bid, SW seconded – passed unanimously

Policy Manual discussion

- Board policy subcommittee needs to review Oversight section
- Governance Task Force is planning on having the manual in a final version by the Annual Meeting

Capital Campaign update

- MEJ will update the minutes from the recent task force meeting with some projected costs for various projects

Water pit

- New cover has been ordered and should be here in about 2 weeks
- Once here, the cover will be installed

Annual Meeting

- Updated bylaws will be voted on at the meeting
- Will hold meetings before Meeting to allow people time to read and process the proposed changes to the bylaws
- MEJ will send updated bylaws to congregants who led last bylaws change and ask for their input and advice about how to introduce proposed changes to the congregation
- Communications Team would like to do a presentation at the meeting about the updated website

- May also have a Memorial Garden plan to vote on
- Budget will also be voted on

Corona Virus

- Dana and Sona will send out an email to the church about contacting one of them for help with setting up a Zoom meeting for a church team, committee, or affinity group
- Rev. Jane will explore other opportunities to use Zoom to have people “get together” – maybe Wednesday vespers, online yoga, other conversations, “virtual coffeehouse”
- Need to focus on offering technical assistance to those who may need it to be able to access Zoom

Board transition

- Will have newly-elected board members attend June board meeting and will vote on executive committee roles then, rather than immediately after Annual Meeting as in years past

Executive session – minister compensation https://www.uua.org/sites/live-new.uua.org/files/salary_recs_20-21_geo3.pdf

SW motion to go into Executive Session, MEJ seconded – unanimous vote

Next Executive Board Meeting – April 14

Next Board Meeting – April 21, Hal Dixler – volunteer note taker

Action steps

Who?	What?	Due date
Mary Ellen Johnson	Update Capital Campaign document	April 21, 2020
Mary Ellen Johnson	Send updated bylaws to congregants for feedback	April 21, 2020
Mary Ellen Johnson, Susie Wood, Don Nelson, Kathi Finch	Meet via Zoom to discuss Oversight section of bylaws	April 21, 2020

Next meeting agenda item

UUCNH Board Meeting Minutes

April 19, 2022, - 7pm via Zoom

I. Attendees – Connie is Note Taker (Those present marked X. Those absent marked Abs.)

A. Rev. Jane Thickstun _X_	E. Julie Kant, Past President X_	H. Beth Zak, Board _Abs._
B. Dana Poss, DLFD _Abs._	F. Hal Dixler, Secretary _X_	I. Allyson Zadnik, Board _X_
C. Alex Saksen, President _X_	G. Connie Ritzert, Board _X_	J. Susie Wood, Personnel Committee X
D. Jen Suehr, Vice President X_		K. Mark Draa, Personnel Committee X

II. Chalice Lighting

As for me, I know nothing else but
 miracles, Whether I walk the streets of
 Manhattan,
 Or dart my sight over the roofs of houses toward the sky,
 Or wade with naked feet along the beach just in the edge of the water,
 Or stand under the trees in the
 woods, Or talk by day with any
 one I love,
 Or sleep in bed at night with any one I love,
 Or watch honey bees busy around the hive of a summer
 forenoon... Or the wonderfulness of the sundown,
 Or of stars shining so quiet and bright,
 Or the exquisite delicate thin curve of the new moon in
 spring... What stranger miracles are there?

Walt Whitman

III. Check in - All

IV. Administrative Votes – Jen Suehr

Approval of minutes from the March 2022 Board Meeting

<i>Motion</i>	Second	Vote
Allyson	Julie	Aye: unanimous

V. Minister’s Report – Rev. Jane

- Considering a sabbatical in her 5th year. There should be a budget for pulpit replacement.
- Rev. Jane clarified that her participation in potential periodic services at Longwood at Oakmont would be at times other than Sunday mornings.
- Formation of a Committee on Ministry is under consideration, as is elimination of the Ministry Council. Discussions continuing.

VI. Personnel Committee - Ministerial Review Process Change Discussion - Mark Draa and Susie Wood

Mark & Susie presented an update to the Minister Performance Management Process Recommendation specifically addressing changes made following the pilot and feedback, including that from the Ministerial Support Team. Following a brief discussion, the Personnel Committee (including Beth Zak, not present) was thanked for their considerable efforts, and the Board agreed to review the recommendations in detail and prepare to act on approval at the May Board meeting.

VII. Buildings and Grounds Chair Replacement Brainstorm – All

The immediate and short-term situation concerning B&G Chair Mark Swihart’s absence for the Summer seems to be under control. He has made advance preparations and will be available by phone and email, if needed. For the longer term, the Board agreed that we need to recruit back-up for this critical volunteer position, even though we have Pat Bauer on staff.

VIII. Support for LDT Nominations

LDT is still working on securing a list of nominees for Board and LDT positions, so there was no action at this meeting. LDT did request additional information on Board roles and time commitments to assist in their recruiting efforts. Julie agreed to forward some previously developed material.

IX. Reintegration Task Force

After discussion, the Board agreed that this effort should be developed under the Ministry arm of our governance. Rev Jane will pursue the subject with existing Teams, with the objective of encouraging and facilitating a return to participation in the community-building aspects of our church.

X. Budget Approval

The Finance Committee has not yet submitted a budget for approval, so there was no action at this meeting. They are waiting for completion of data from Stewardship, and anticipating there may be a need for some budget reductions.

XI. Annual Meeting Prep

No action was required at this time. The date has been set for June 5th, and the format will be in-person, with streaming via YouTube. Alex will draft the agenda and distribute to Board members prior to the May meeting.

XII. Board Retreat - Date Selection Discussion

The Board agreed on August 27 for the Retreat. It was noted that August 20 will be a Pittsburgh area UU day at the Pirates baseball game.

XIII. Extinguish Chalice & Adjourn

Blessed is the path on which you travel. Blessed is the body that carries you upon it. Blessed is your heart that has heard the call. Blessed is your mind that discerns the way. Blessed is the gift that you will receive by going.
Truly blessed is the gift that you will become on the journey.
May you go forth in peace.
- Eric William

XIV. Next Meeting: Tuesday, May 17, 2022 (Allyson is note taker)

XV.

Who?	What?	Due date
Alex	Schedule discussion on Personnel Committee recommendations on Ministerial Review process	Prior to May 17
Julie	Forward material on Board roles to Rev Jane for LDT	ASAP
Alex	Draft agenda for Annual Meeting	May 17

Acceptance of liaison reports

<i>Motion</i>	Second	Vote
Alex	Hal	Aye: unanimous

UUCNH Board Meeting Minutes

May 17, 2022, 7pm via Zoom

I. Attendees – *Allyson is Note Taker*

A. Rev. Jane Thickstun X	E. Julie Kant, Past President __	H. Beth Zak, Board X
B. Dana Poss, DLFD __	F. Hal Dixler, Secretary __	I. Allyson Zadnik, Board X
C. Alex Saksen, President X	G. Connie Ritzert, Board X	J. Other: Mary Ellen Johnson, Lindsay Scott, Dennis Doubleday
D. Jen Suehr, Vice President X		

II. Chalice Lighting

Things will only improve when the people - all of us - say to authorities, 'I will hold you responsible.' We should all be showing up at city council meetings, lighting up every community with activism and mobilization. - Erin Brockovich

III. Check in - All

IV. Administrative Votes - All

A. Approval of minutes from the April 2022 Board Meeting

Motion	Second	Vote
Jen	Allyson	Unanimous approval

B. Approval of liaison reports

1. Any additions or updates to liaison reports?

Motion	Second	Vote
Beth	Connie	Unanimous approval

V. Minister's Report – *Rev. Jane*

VI. Approve Budget – *Finance Team*

A. Vote to Approve

Motion	Second	Vote
Connie	Jen	Unanimous approval

-Mary Ellen Johnson presented budget options. Board approved option to keep 3% raise for staff, but without UUA fair share (option #3). The Finance Committee will tweak the budget (anticipated to be a \$2,831 deficit) to be balanced before it is presented prior to the annual meeting. The proposed budget will be shared with the congregation at least 8 days before the annual meeting, as required by the By-Laws.

VII. Approve New Personnel Policy – *Beth*

A. Vote to Approve Revised Policy

Motion	Second	Vote
Beth	Allyson	Unanimous approval

VIII. Finalize Annual Meeting Agenda – *Alex*

A. Secretary and other attendance volunteers

*Beth & Allyson will handle registration, handing out ballots, counting votes

Julie to take notes

B. Ballots

*Ballots will be printed after LDT submits names.

*We need to be prepared in case a paper ballot is requested (anticipated it may be for Capital Campaign vote).

C. Nominees

*LDT has not yet submitted list of nominees

D. Tech Team/Field Questions

E. Recognitions

F. What else?

IX. New Business – All

*Issue of whether UUCNH has a policy on pets attending Sunday services was raised. This does not include service animals.

X. Extinguish Chalice & Adjourn

Meetings: Because none of us is as dumb as all of us – A Poster

XI. Next Board meeting – Tuesday, June 21, 2022, Hal is note taker

XII. Action items

Who?	What?	Due date
Rev Jane	Reach out again to LDT to get names of nominees for BOT	ASAP
Jen	Request Capital Campaign give motion to be put on ballot	ASAP
Alex	-Ask Bill McAdams to draft motion for ballots -Ask Hal/Julie to take notes at meeting -Copy ballots when they're ready	ASAP

UUCNH Board Meeting Agenda/Minutes

June, 2022

- This month's notes have not been made available.

UUCNH Board Meeting Agenda¹

July 19, 2022 7pm via Zoom²

I. Attendees – Erin is note-taker

A. Rev. Jane Thickstun __	E. Alex Saksen, Past President _x_	I. David Miles, Board _x_
B. Dana Poss, DLFD ____	F. Erin Terrizzi, Secretary _x_	J. Other _____
C. Jen Suehr, President _x_	G. Connie Ritzert, Board _x_	
D. Alison Smith, Vice President_x_	H. Allyson Zadnik, Board _x_	

II. Chalice Lighting - "When we are motivated by compassion and wisdom, the results of our actions benefit everyone, not just our individual selves or some immediate convenience. When we are able to recognize and forgive ignorant actions of the past, we gain strength to constructively solve the problems of the present." — Dalai Lama

III. Check in - All

IV. Administrative Votes - Jen

A. **Approval of liaison reports**

Motion	Second	Vote
x	x	x

B.

V. Lunch with Rev. Renee Ruchotske - July 24th service presenter (possibly facilitate our retreat?) - Jen

- Ask questions on how to deal with change & uncertainty
- Connie will coordinate
- Would she be a possible board retreat facilitator?

VI. Board Retreat Planning - August 27 - Jen

- Where is it going to be? -West room?
- Do we have a facilitator?
- Are we going to do a minister/staff review? -in the last hour
- Who will coordinate food?
- Things to cover at the retreat: captital campaign, what does it mean to be a UU in these times, how to keep the church running

VII. Rentals / Church Space Usage Discussion - Jen

- Engaging more with the community - Franklin Park neighborhood

¹ July 12, 2022, Exec. Board, 7pm via Zoom.

² <https://us02web.zoom.us/j/83224498606?pwd=T2o2Qzd2RHg4eXVrTC9RSFZKM1R1UT09>

- girl scout troops, farmer's market
- Commission a task force to see what other churches are doing, what we can do meeting our values
 - Could we get an intern from a college?
- Possible task force people: Chuck Berry, Sybil Baumwell
 - ask LDT for possible task force candidates
- What will be the task force mission statement? Jen

VIII. New Board Pictures - Alex

-hold

IX. New Business – All

- reviewing the board covenant
- having trouble finding board things on the new website

X. Extinguish Chalice & Adjourn - “The way to get started is to quit talking and begin doing.”
—Walt Disney

XI. Next Board meeting – Tuesday, Aug. 16, 2022, Connie is voluntary note-taker

XII. Action items

Who?	What?	Due date
Jen	Task force mission statement	
Jen	Look at the board's google work space	Next monthly meeting
Jen	Talk with Rev Sunshine over who we can get to be the facilitator at the board retreat	7/20/22

XIII.

UUCNH Board Meeting Agenda / Minutes

August 16, 2022 7pm via Zoom¹

I. Attendees – *Connie is note-taker*

A. Rev. Jane Thickstun __	E. Alex Saksen, Past President _X_	I. David Miles, Board _X_
B. Dana Poss, DLFD _X_	F. Erin Terrizzi, Secretary _X_	J. Other: Edie Swihart, observer
C. Jen Suehr, President _X_	G. Connie Ritzert, Board _X_	
D. Alison Smith, Vice President _X_	H. Allyson Zadnik, Board _X_	

II. Chalice Lighting - “Every great dream begins with a dreamer. Always remember, you have within you the strength, the patience, and the passion to reach for the stars to change the world.” -Harriet Tubman (7:00)

III. Check in - All (7:05)

IV. Administrative Votes - Jen (7:15)

A. Approval of minutes from the July 2022 Board Meeting

Motion	Second	Vote
Alex	Allyson	6 yea; 1 abstention

B. Acceptance of liaison reports

Motion	Second	Vote
Erin	David	Yea - unanimous

Discussion of Building & Grounds issue (dumping on property): Franklin Park police have been contacted regarding this problem and some repetitive loitering in our parking lot. They have agreed to assist us in identifying the person(s) responsible. They will loan the church a camera and follow up on the problem. Jen will Talk with Mike Zak, who has been our contact with Franklin Park, to track progress.

V. Rev Renee Service/Lunch Debrief - All (7:25)

The lunch discussion with Rev. Renee was productive and covered casual conversation on managing congregational issues in times of change, LDT and developments in that area, and insight into some UUA perspectives. Allison, Erin, and Connie participated and reported on their impressions of that discussion with fellow Board members.

VI. Board Retreat Planning - August 27 - Jen (7:30)

- a. Facilitator – Rev. Sunshine Wolfe. They will provide the agenda & program.
- b. Food? (Consumed outdoors, ideally) L u n c h will be provided by ordering from Panera’s. Under the revised In-person Gathering Policy [approved at this meeting – see below] , lunch may be indoors or out, depending upon Covid risk level status and weather conditions. Dana will coordinate.
- c. New Board Pictures? Photos will be taken outside, weather permitting. Alex will coordinate

¹ <https://us02web.zoom.us/j/83224498606?pwd=T2o2Qzd2RHg4eXVrTC9RSFZKM1R1UT09>

VII. Review of Ministry - Jen (7:40)

- a. Due this year. Questions were raised regarding the source of the requirement, timing, and

process. Due to the lack of clarity and documentation around these issues, it was decided to seek more information. The following motion was made by Alex and seconded by Connie:

Motion: “Action on a process for Review of Ministry is tabled until the Board’s September meeting to allow for additional research by the Board into the requirement. “ Motion passed unanimously. Jen will take the lead in looking into the matter, and Board members will forward relevant information to her.

- b. Solicitation of committee/team: Deferred

VIII. Rentals / Church Space Usage Discussion - Jen (7:45)

Extensive discussion of the scope and timing of pursuing a new effort on rentals/ church space usage/fundraising led to more questions than answers. Operating budget issues, the capital campaign, and various uncertainties complicate the situation.

- a. Mission Statement- There was general support for many points in Jen’s draft. The Board decided to delay implementing that Church Utilization Task Force until more information can be obtained and we can coordinate with with the Capital Campaign Team and Fundraising Team on this subject. The subject will be revisited at the next Board meeting.
- b. Volunteer Solicitation Deferred, but Board members will give thought to individuals who might be interested. Volunteers to support any such effort will be key to success.

IX. UUA Pledge Discussion (7:55)

There was a brief discussion of our status regarding contributions to the UUA and issues related to use of UUA resources, e.g. speakers, program support, etc. No changes in our current approach were proposed.

X. New Business – All (8:00)

In-Person Gathering Policy – The Task Force submitted revision 7 for Board approval in response to changes to CDC guidance and to simplify the process of responding to the Allegheny County Covid risk level. Motion to approve by Erin, seconded by Connie, was approved unanimously.

XI. Extinguish Chalice & Adjourn - “Change begins at the end of your comfort zone.” - Roy T. Bennett

Post-meeting agenda items below do not require minutes

XII. Executive Session – All Board Members

XIII. Reactions, Reflections, Reminders, and Friendship Hall Chat - All

XIV. Next Board meeting –Tuesday,September20,2022,Alexisvoluntarynote-taker

XV. Action items

Who?	What?	Due date
Jen	Follow up with Mike Zak re: Franklin Park police / dumping	This month
Dana	Coordinate lunch for Board Retreat	Aug 27
Alex	Coordinate photo session at Board retreat	Aug 27
Jen	Lead in research on Review of Ministry requirement / process	Sept 20
Board Members	Forward information on Review of Ministry to Jen	NLT 9/15
Board Members	Consider individuals for Church space usage Task Force	Sept 20

UUCNH Board Meeting
Agenda/Minutes
 September 20, 2022 7pm
 via Zoom¹

I. Attendees – Alex is note-taker

A. Dana Poss, DLFD X B. Jen Suehr, President X C. Alison Smith, Vice President X	D. Alex Saksen, Past President X E. Erin Terrizzi, Secretary X F. Connie Ritzert, Board X G. Allyson Zadnik, Board X H. David Miles, Board X	Congregants in attendance for all or part of the meeting: Mark Draa Barb Draa Bernita Clover Mark Swihart Edie Swihart Lindsay Scott
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II. Chalice Lighting - “The best way to prove the clearness of your mind, is by showing its faults; as when a stream discovers the dirt at the bottom, it convinces us of the transparency and purity of the water.” - Alexander Pope

III. Check in - All

IV. Administrative Votes - Jen

A. **Approval of minutes from the August 2022 Board Meeting**

<i>Motion</i>	Second	Vote
Erin	David	7-0

<i>Motion</i>	Second	Vote
Connie	Alex	7-0

B. **Acceptance of liaison reports**

In addition to reports:
 - Safety Team repaired curtains in classroom.

C. **Vote to accept Reverend Jane Thickstun’s Resignation**
 i. Open forum - Public comments

¹ <https://us02web.zoom.us/j/83061143220?pwd=N0N6SkR6eXdZOXdTUUFcNGRQRUdsZz09>

<i>Motion</i>	Second	Vote
Alex	Ally	7-0

Alex thanked the Board for their patience over the past few weeks, especially when he lost his patience. There were affirmative statements of no comment from the assembled congregants (above).

V. Rev Sunshine Listening Circle and Service Debrief - All

- Jen circulated some common themes from the 4 listening circles (attached) from Sunday - two on Zoom and two in person.
- Overall goals of being heard was accomplished by and large, along with the invite to join tonight.
- Connie mentioned our prior work with the UUA, so the Church can learn we are not acting alone. Lots of anger towards the UUA. Further discussion regarding review process and conflicting UUA advice.
- Only so much can be shared before benchmarks are met - a lot of people focused on that.
- Another list of questions (attached) that arose from the Listening Circle.

VI. Special Congregational Meeting Discussion - All

Consider 10/2 after the service. Topics to include introduction into the issue. Perhaps may not vote on it at that meeting. Jen to reach out to Chuck Berry. Keep lines of communication re what to do next, but not make a decision. Communicate what the road map is. Decide informally to not vote at first congregational meeting; instead, use it as more of an informational session and conversation.

Mark Draa commented that we give out as much information as possible on what choices are going forward. Discussion of obvious pros and cons

Alex suggested not making it a congregational meeting (just a general meeting as long as the same people could attend). Connie disagreed for communications reasons; Alex changed his mind and Erin agreed.

There was also a discussion of holding regular meetings. It was determined to schedule them as needed.

After a review of the By-laws, it was decided to have a Special Congregational Meeting 10/9 to discuss: (a) whatever the congregation wants; (b) our history; and (c) options for moving forward with the Church. A decision on a subsequent meeting will be made after that meeting. Motion to hold Special

Congregational Meeting on 10/9 made by: David, seconded by Allyson.
Unanimously approved.

VII. Tassi Bisers Farewell September 25th - All

- A. Erin decided not to contact congregant to help with farewell.
- B. Ally - looking at Etsy about coffee hour style gifts, including prints, mugs, and jewelry.
- C. Allyson asked if we know where we want to do it in the service. Jen suggested the announcements.

VIII. Cluster Board Representative - Steve Fuegi's term is up in November

- A. Jen asked for the Board to think regarding replacements and come up with a list of candidates next month.
- B. Erin suggested Rachael Smart. Connie suggested seeking volunteers, perhaps making an announcement at the Special Congregational Meeting

IX. New Business – All
None

- X. **Extinguish Chalice & Adjourn** - “Empathy has no script. There is no right way or wrong way to do it. It’s simply listening, holding space, withholding judgement, emotionally connecting, and communicating that incredibly healing message of ‘You’re not alone’”. – Brene Brown

- XI. **Next Board Meeting** - Tuesday October 18, 2022. Alison is voluntary note taker

XII. Action Items

1. Jen – Contact Chuck Berry re service 09/26
2. Jen – E-blast and e-news re Special Congregational Meeting – 09/20
3. Research projects – 09/30
 - a. Settled Ministry - Connie b. Interim - David
 - c. Contract - Erin
 - d. Developmental - Ally e. Lay led - Allyson
4. Ally – purchase going away present for Tassi – 09/24
5. Everyone – look for Steve’s replacement – 10/1

UUCNH Board Meeting
Agenda/Minutes¹
October 18, 2022 7pm via Zoom²

I. Attendees – Alison is note-taker

A. Dana Poss, DLFD ____ B. Jen Suehr, President X__ C. Alison Smith, Vice President_X_	D. Alex Saksen, Past President _X_ E. Erin Terrizzi, Secretary _X_ F. Connie Ritzert, Board _X_ G. Allyson Zadnik, Board _X_	H. David Miles, Board _X_ I. Other: Bernita, Edie S
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II. Chalice Lighting - “There is no power for change greater than a community discovering what it cares about.” - Margaret J. Wheatley

III. Check in - All

IV. Administrative Votes - Jen

A. Approval of minutes from the September 2022 Board Meeting

<i>Motion</i>	Second	Vote
Erin	Connie	7-0

B. Acceptance of liaison reports

<i>Motion</i>	Second	Vote
Alex	David	7-0

The Board discussed reaching out to the Compassionate Service Team to see if they need help and how they can be of service in this time.

The Fundraising Team requests input regarding needs and timing of fundraising events.

- *Goods and Services Auction in the Spring*
- *Recruit more team members*

Other committees and teams may need support and guidance.

V. Exit Interview / Next Steps for Rev Jane Resignation - Jen

-Series of questions that the Board must answer. Either can fill it out and send it in or as an interview with Rev. Sunshine over Zoom.

- Answers will go to any Minister that is looking to serve us as interim or settled and UUA, transitions office.

- Jen will reach out to Rev Sunshine to schedule the exit interview next week.

VI. Congregational Meeting Debrief and Next Steps - All

- *The Board reviewed the results of the poll to gauge the congregation’s interest in different options for Ministry*

¹October 11, 2022, Exec Comm 7pm, via Zoom

² <https://us02web.zoom.us/j/83061143220?pwd=N0N6SkR6eXdZOXdtYUFCNGRORUdsZz09>

- *Interim, hybrid, and contract options are most favored*
- *The Board discussed next steps to present plans to the congregation*

Notes from Jen and Alex’s meeting with Rev Sunshine:

- *Dave McFarland potentially open to a contract*
- *Other area churches might be open to sharing a minister*
- *Will see if Rev Sunshine can facilitate a workshop to help the congregation better understand and define what qualities we desire and need in our next Minister*

VII. Jill Thomson Memorial Service October 29 - Jen

- *Sybill Baumwell sent document for memorial services*
- *Janet McCall has been helping coordinate*
- *Joyce Kepner is coordinating volunteers for set-up and clean-up*

Jeevan Pillar Memorial Service October 22:

- *The Service will not be livestreamed. It is planned to be an informal Quaker style service. They have requested a lay leader to help facilitate. Jen will reach out to Joyce Kepner to see if she can fulfill this role.*
- *Joe Meier and Kathy Ke are helping to facilitate*

VIII. Hosting Marchers for Leonard Peltier Freedom Walk - October 26th and October 27th - Jen

Approval of Proposal to Host Marchers

<i>Motion</i>	<i>Second</i>	<i>Vote</i>
Erin	Allyson	7-0

IX. Cluster Board Representative - Steve Fuegi’s term is up in November - All

- *No volunteers*
- *Ideas: Rachael Smart, Hal Dixler*

X. New Business – All

- *We need current Board pictures in the West Room. Alex will reach out to Bill McAdams for high resolution images for printing*
- *The Memorial Garden Committee submitted documents regarding appropriate use, the types of memorials available and their respective pricing. Although these do not require official Board approval, the Board reviewed them and agreed on their appropriateness.*

XI. Extinguish Chalice & Adjourn - “No one is useless in this world who lightens the burdens of another.” - Charles Dickens

XII. Next Board meeting – Tuesday, November 15, 2022, David is voluntary note-taker

XIII. Action items

Who?	What?	Due date
Jen	Schedule Exit Interview	10/28/22

UUCNH Board Meeting Minutes
11-22 Draft for approval at next meeting¹
 November 15, 2022 7pm via Zoom²

I. Attendees – David note-taker

A. Dana Poss, DLFD <input checked="" type="checkbox"/> B. Jen Suehr, President <input checked="" type="checkbox"/> C. Alison Smith, Vice President <input checked="" type="checkbox"/>	D. Alex Saksen, Past President <input checked="" type="checkbox"/> E. Erin Terrizzi, Secretary <input checked="" type="checkbox"/> F. Connie Ritzert, Board <input checked="" type="checkbox"/> G. Allyson Zadnik, Board <input type="checkbox"/>	H. David Miles, Board <input checked="" type="checkbox"/> I. Other _____
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II. Chalice Lighting - "If you can't fly then run, if you can't run then walk, if you can't walk then crawl, but whatever you do you have to keep moving forward." - Martin Luther King Jr

III. Check in - All

IV. Administrative Votes - Jen

A. Approval of minutes from the October 2022 Board Meeting

Motion	Second	Vote
Alex	Erin	passed

Liaison Reports notes:

Erin noted the Safety Committee reported there were no new members found at the Committee Fair with the hope of renewing next year.

Erin also reported there were no new members signed up for TrUUColors at the Committee Fair. There was discussion of what to do re Stewardship Committee and LDT support. Erin will talk with Bill McAdams of LDT regarding assistance and perhaps Connections.

B. Acceptance of liaison reports

Motion	Second	
Connie	Alex	passed

V. Memorial Garden Funding / Event Task Force Discussion – Jen

Questions about generally costs for activities in addition to memorial.

There could be a prompt to review other general rental options. Perhaps there could be a review of Connie suggested there could be a task force. This would be a longer term effort for this larger task as this is not a good time for short term help, but for a longer view to develop ideas.

Chris Hill was suggested to help with this.

David suggested the option of an intern with some professional training to assist.

VI. Church-Wide Workshop & Service Weekend w/ Rev Sunshine (Jan 7 - 8) - Jen
No exit interview information for review has been provided by Rev Sunshine.

¹ September 13, 2022, Exec Committee, November 8, 7pm in Person.

² <https://us02web.zoom.us/j/83224498606?pwd=T2o2Qzd2RHg4eXVrTC9RSFZKM1R1UT09>

There is some anxiety and a need for a bridge of where we are going.
The congregational workshop scheduled with Rev Sunshine..

VII. Mid-Year Meeting Set Date & Planning - Jen
Schedule? Jan 29 to be a hybrid meeting, no voting online
Agenda items were suggested.

Capital Campaign updates

What committees might be interested in reporting

Discussion developed re Ministry Council

David was asked to talk with Matt re restoring of Ministry Council

Discussion then evolved to the idea of some reorganization perhaps with reduction of Teams/Committees, looking for overlapping of responsibilities

VIII. Board Meeting Note-takers for 2023 - Jen

Fill out note takers app for next year, the email was recently sent.

IX New Business – All

Connie raised the issue of Article II, she encouraged all to review the draft as it would have significant negative impact. David concurred.

X Extinguish Chalice & Adjourn - “It only takes one person to mobilize a community and inspire change. Even if you don't feel like you have it in you, it's in you. You have to believe in yourself. People will see your vision and passion and follow you.” - Teyonah Parris

VII. Next Board meeting – Tuesday, December 20, 2022, Allyson is voluntary note-taker

VIII Action items

Who?	What?	Due date
Erin	Contact LDT and Connections re Stewardship Committee	12-20
Jen	Agenda for January Congregational Meeting.	12-20
David	Talk to Matt re Ministry Council	12-20
Jen	Task force for Rental	12-20
All	Article II Review	12-20

UUCNH Board Meeting Minutes
December, 2022