

CUUF BOARD MEETING MINUTES

AUGUST 17, 2023

Call to order: Meeting called to order at 5:36

Board members present: Julie, Linda, Larry, Rhonnie, Don, Rita, Laura

Staff present: Rev Thomas

Chalice lighting/opening words-Rhonnie

Check in question

Consent agenda:

- **July 20, 2023 Board Meeting**
- **Treasurer's Report-Fiscal year 2022-23; July 2023 Balance Sheet; Budget narrative**
- **Reports: Office Administrator and Minister**

Consent Agenda: Don moved to approve, Larry seconded, motion carried

Business of the Board:

1. Financial reports-discussion

It was noted that there was no way to flag items that exceed budget.

The payment to Church Mutual was \$59 over the amount budgeted. Larry moved to approve, Don seconded, motion carried.

The \$211,824 budget approved by Congregation is different from Excel's budget. (\$217,823.78) due to insurance increases. Don moved to approve overage, Larry seconded, motion carried.

\$5756.16 moving expenses incurred by the Minister not included in the budget, plus \$2700 for July rent to hold rental is for Rev Thomas. Approval for change in budget needs to reflect the need to repay these expenses. Rhonnie moved, Linda seconded, motion carried.

- 1. Retreat dates needed-Sarah Schurr could facilitate our Board retreat. Tentative date is set for September 19, from 10-3.**
- 2. Report from Nancy Warner from GA-the report was well received**
- 3. Update on communication between the Board and the Congregation**
 - a. Once approved, the minutes from the previous meeting will go to Sharon to be posted on the Governance tab on the CUUF website.**
 - b. Minutes will be posted into the Board Google Drive**
 - c. A written update will be provided by a Board Member at a service within 2 weeks (once draft minutes are sent), as a short overview of the last meeting. The same write up will go to Sharon to include in the email bulletin that week. Julie will write and present the report for August's meeting**
 - d. Goal to provide education to the congregation to more clearly understand how to come to Exec in regards to having an item on the agenda – and the ability to come to observe Board meetings? (Protocol for speaking and/or questioning during the meeting if not scheduled to speak?) Rita will draft a message to share at the next meeting**
- 4. Update on Nominating Committee member replacement-Julie spoke with LeRoy about a new member for the Committee. Julie will ask LeRoy to contact the people he had mentioned.**
- 5. Progress report on policies:**
 - a. Personnel-need approval? Where will they be posted or available?**
 - b. Safe congregations: whether to lock doors; active shooter; greeter policy review. Discussion of safety for this building. Rhonnie will seek members for a committee to firm up Safety policies. It was determined that the Run, Hide, Fight protocol was acceptable, and that the doors will not be locked.**
- 6. Retirement of Sharon, and replacement for this position-job description and assistance for Rev Thomas-Laura M and Rita will assist Rev Thomas with a job description, etc.**
- 7. Childcare room-need to make it safe for children (Rhonnie spoke to Ken Toevs about reaching out to the Apostolic group to remove music equipment to Blue House. This was in our original agreement with them) Rhonnie and Leslie will arrange to move items from the room to make it safe and welcoming for the children.**

Closing words for next meeting-September 21, 2023, at 6:30. Don volunteered to do so

Meeting rating, closing words, and chalice extinguishing-Rhonnie

Meeting adjourned at 7:18