

UUFCC BOARD MEETING
August 12, 2008 – 6:30

Motion Passed: That we approve the Berrys' targeted gift of \$100 for the UUA Annual Program Fund (See 7b)

Present: Marian Dornell, Lois Durran, Peter Jurs, Stevie Rocco, John Schmidt, Helen Volz, Jean Wiant, Jan Wuest (Recorder)

1. **Building walk through** with Peg Dobrinska will be rescheduled.
 2. **Chalice Lighting and Monthly reflection:**
Marian Dornell read from the *Alban Weekly* on Promoting Healthy Congregations. Helen Volz will select a reading for September.
 3. **Additions, Corrections, Reordering Agenda:** The agenda was accepted as written.
 4. **Approval of minutes from June 10, 2008:** Revisions were made and the minutes approved as revised.
 5. **Written Reports:**
 - Minister, Mark Hayes**, submitted a report on 8/8/08.
 - DLRE, Jean Wiant**, submitted a report on 8/06/08.
 - Music Director, Matt Travis**, is off in the summer.
 - Treasurer, Peter Jurs**, submitted a report on 8/8/08.
 - Peter provided notes that summarize our current finances. Next month he will include the amounts donated for the First Sunday Plate Collection as a separate category.
 - Peter asked the Board to consider how to deal with current in/out funds (e.g., piano restoration) as well as off-budget donations given over the years as targeted gifts, some currently inactive. Should these monies be invested? Should they be rolled into the annual budget? Peter also discussed the difficulty of handling targeted donations since all targeted gifts need to be approved by the Board and tracked by the Treasurer. The Board may need to define a process so that “targeted gift” donors do not drive the direction of the Fellowship but still feel that their interests are being served. These budget questions will be discussed in a future meeting.
- Trustees – Liaison Areas**
- **Marian Dornell** said she does not wish to continue serving as the liaison for Leadership Development. John said he would meet with her to discuss some goals and expectations about this position. Perhaps the Board, as a group, can continue to be vigilant on Leadership Development. Several Board members expressed interest in attending the Leadership Workshop in Gettysburg on Saturday, September 20 at the UUG.
- Program Council, Helen Volz** - The Program Council meets next Tuesday, August 19 at 7 pm. Helen will update the Program Council list.
6. **Old Business**
 - a. **Chairpersons** for committees under the Board's direction
 - i. Ken Riznyk, Finance, agreed to serve as Chair.
 - ii. Carolyn Wilhelm agreed to serve as Chair of Endowment and Directed Gifts
 - b. **The Board Retreat** will be at the Zarkowers' cabin, September 5-6. John will send times and details after he meets with Mark and Helen. There will be a

potluck Friday evening and Saturday lunchtime when members of the Program Council join us. Some topics suggested for the retreat include improving our communication and leadership skills and reviewing how the program on racism has impacted our congregation and outreach. Lois suggested putting together instructions that define clear lines of authority—one that encourages members to come forward with new ideas, issues or problems. Stevie suggested we might devise a Process Map: What kind of an idea is this and where does it fit in our current structure. Does it belong to the PC, Board or other committees not under the auspices of the Board? Marian said she felt it would be more effective to include an outsider, like Mary Moyer, as a facilitator to help us through our processing.

7. New Business:

a. Orientation for new Board members:

- i. Additional attachments: John reviewed the documents he sent to the Board. Some editing and removal of older terminology was suggested. We will revisit these and write a new Covenant at the retreat. A short history of the UUFCC was missing among our attachments, and John will send that along. Lois said these documents are a distillation of the contents in the Red Notebooks and anything missing should be added. Helen will work on regenerating the policies by going through old minutes and retrieving any electronic files Susan may have. All these policies will then be stored and available electronically.
- ii. The Governance Structure, another attachment not included, is available online. John reviewed those committees and activities that are not under the auspices of the Board or Program Council. They are the Committees on Ministries, Fellowship Relations, Nominating, and Sabbatical Committees. While the Board may suggest people to serve on these committees, the committees are not answerable to the Board.
 - The Fellowship Relations Committee is not active, but the Board will seek to reactivate it. John will contact David Stickell and Ralph Seeley to see if they are interested in continuing to serve. Elaine Jurs chaired the Nominating Committee for 3 years and will step aside. The By-laws say the Committee must be in place by November. Lois said that people on the committee can be re-approved. John will talk with Dan Moerdyk, Patty Zarkower, Jose Campos, and Ralph Seeley about their interest in continuing to serve. The Sabbatical Committee is not operative at the present time.
 - Because there are more multicultural activities, Marian asked where those activities belong. John suggested that items like this be brought to the Program Council and the Program Council Chair and Reps determine that.
 - Youth is a separate category because someone in the group is invited to sit in on the Program Council meetings. A lock-In for Youth will be held September 6 beginning at 4 pm immediately after the Board retreat.
 - John emphasized that the Board should act and speak in unison when a decision is made. The time to address differences should occur in frank discussions at our meetings. The Board can have closed sessions so long as that is made known to the members. Otherwise, anything that is

decided by the Board should be transparent and conveyed to the members of the fellowship.

- b. Chuck and Betsy Berry's targeted gift, \$100 for UUA Annual Program Fund:**
A motion was made and approved to give the \$100 to the UUA Annual Program Fund. In the future, John will request that Chuck and anyone donating targeted gifts draft a letter to the Board with the request and that it become part of the budgeting process. This is another process issue for the Board to define.

8. Discussion / Presentations:

- a. Annual Budget Drive Report – Lois Durran** submitted the final report for the Annual Budget Drive on 8/11/08. Frankie Price Stern said we did well with the Budget Drive but could improve in the area of informing new members what is expected of them when they sign the book. As a result, a packet containing expectations and information about a Fair Share commitment is being completed and will be given to new members. Lois is coordinating this with Laura Brown and the Membership Committee.

- b. Summary of meeting with Frankie Price Stern – John Schmidt and Mark Hayes**

c. Long Range Planning update:

- John prepared a sheet of Long Range Planning tasks for Fall 2008 along with suggestions of those who might serve on the committee. The Board suggested or confirmed possibilities. John will contact these members.
- John suggested preparing 3 potential scenarios for addressing growth concerns, solicit input from as many UUFCC members as possible, present these options to the congregation at the November meeting, ask members to vote on their preference and proceed with a capital campaign.

- d. Emergency Response procedures / policies – This discussion will be delayed.**

9. 8:50, Reflections from GA – John Schmidt, Mark Hayes, Jean Wiant and Frankie Price Stern met about the Capital Campaign. Frankie suggested we go forward with what we want to do, not what we believe we can afford.

- John suggested that we create a list of accomplishments, not just those of the Board and Program Council but all the work done by many members and groups in the congregation. Focusing on these positive achievements at the Mid-year Meeting may help to strengthen the community and give ownership to all those who see what has been done and what is possible to do together.

10. Adjourn

Future Items:

Building walk through
Create a process for donations
Locate a Leadership Development Liaison
Prepare Emergency Response procedures
Update the LRP
Prepare a list of accomplishments

Dates:

Board Retreat at Zarkowers' cabin September 5-6. The Program Council will join us on Saturday afternoon.

Next Board meeting, September 9 at 7 pm

Leadership workshop, September 20 in Gettysburg