

Minutes of the UUFCC Board Meeting

October 9, 2007

Revised and Approved Nov. 13, 2007

Motions Passed

That we accept the donation by Susan Labelle of two mausoleum spaces at Centre County Memorial Park. (See paragraph 11.a.)

Lois Durran called the meeting to order at 7:05 pm. Lois Durran, Marian Dornell, Wayne Osgood, Ken Riznyk, John Schmidt, Jean Wiant, Bob Newnham, and Arian Zarkower were present. Vicky Kulik and Julie VanEerden were also present.

1. ***Chalice lighting & sharings.*** Lois Durran asked Board members to share their thoughts or reflections about our Board Retreat or the Town Meeting last Sunday.
2. ***Review of our Board Covenant*** Everyone agreed to accept the Board Covenant that was drafted at the September Board retreat as written. Lois will distribute copies.
3. ***Approval of the minutes.*** The minutes from the September 11, 2007 Board meeting were approved after correcting the spellings of several names. John Schmidt moved to approve, seconded by Marian Dornell. Passed as amended. Ken Riznyk asked to make one revision regarding the Moser Pacesetter's Fund to the already approved August minutes. He will send that clarification to Paula Ralph, Board Secretary.
4. ***Leadership Training Module – John Schmidt and Wayne Osgood*** presented “Wearing Two Hats.” This is about identifying Board responsibilities and separating our responsibilities from various constituencies’ responsibilities. Arian and Bob will present the next module (#4) in November.
5. ***Minister’s report.*** Mark Hayes sent out a written report prior to the meeting.
6. ***Director of Lifespan Religious Education report.*** Jean Wiant submitted a written report prior to the meeting.
7. ***Music Director’s report.*** Matt Travis submitted a written report prior to the meeting.
8. ***Treasurer’s report.*** Ken Riznyk distributed a budget report prior to the meeting. We are on, or close to, target with our budget so far this year.
9. ***Trustee liaison areas.*** No reports this month.
10. ***Program Council.*** John Schmidt sent out the minutes from the September 18, 2007 Program Council meeting prior to the meeting.
11. ***Old Business.***
 - a. ***Update on mausoleum spaces at Centre County Memorial Park.*** Lois Durran provided an update on the offer to donate two mausoleum spaces to the UUFCC. Lois talked to Susan Labelle (the current owner) and provided all the details of the ownership of these spaces and reasons they want to give the spaces to us. Susan agreed to sell these at the UUFCC Service Auction: we would send her a legal document indicating the value of her donation, and the person who buys them at the auction would be

informed of the \$95 transfer fee (in addition to the auction price). Bob Newnham moved **that we accept the donation by Susan Labelle of two mausoleum spaces at Centre County Memorial Park**. John seconded. There was some discussion about the amount we can indicate to Susan that she donated, whether it is the value of the spaces or the amount received at the auction. Lois will check on this. The motion passed unanimously.

- b. ***Feedback on phone contact script*** John Schmidt presented an overview of a phone script that could be used to help the Board gather input from members of the congregation on growth and space issues currently facing the Board. John suggested that it might be best to have many small meetings within the congregation in order to reach as many members as possible, get input from everyone, and have people hear each others' concerns. Lois Durran reported that the Steering Committee is in the process of organizing these small group meetings. One person from the Board and a note taker (perhaps from the Steering Committee) will be at each meeting. There will be an "informational statistics" sheet for Board members to take to these meetings, so that the facts at each meeting are the same. Lois presented a list of issues that were discussed at a "town meeting" held after the service this past Sunday
- c. ***Feedback on member attrition***. John Schmidt said he would talk to Laura Brown about a list of people that have left the Fellowship and will consider calling them to ask them why they left. There was some discussion about how far back we should go. Marian Dornell and Bob Newnham thought we should call people who left as long as 10 year ago or more. There was also some discussion about whether this phone contact should also include an invitation to rejoin the Fellowship and information about new programming.
- d. ***Discuss items brought up at Retreat***. During the fall Board retreat, ideas that were not related to retreat agenda, but that were important to revisit later, were recorded for future reference. They included:
 1. *Whether to have a process observer at Board meetings*: The majority of Board members present at this meeting felt that we don't need to have a process observer and that meetings are going very well.
 2. *Board self-evaluation and goal setting*: Marian Dornell suggested that we set specific timelines for some of our goals this year (e.g. the small group meetings), so we make sure to get these done. (Part of a Board self-evaluation would be to reflect on whether we met our goals.) Ken Riznyk asked that each member provide two goals that we think the Board should tackle this year. Lois Durran recorded a list.
 3. *Newsletter article about the Board Covenant*: Lois will talk to Paula about this.
 4. *Leadership development*: Do we have leaders in the wings to step up as new leaders? This is a concern among some of the Board members.

12. **New Business.**

- a. **Set Mid-year Meeting agenda.** The agenda for the Mid-year Meeting on November 4th will include the following:
1. Electing the Nominating Committee
 2. Report from the Steering Committee
 3. Continue discussions from small group meetings on growth and space. Use a structured format, perhaps use the bulleted list from last Sunday's meeting. Use this as an opportunity to inform members about what the Board is doing and plans to do.
 4. Ken will provide a written or oral report on the current state of the budget.

13. **Report from Steering Committee.** Lois provided a summary of some of the topics that the Steering Committee has been discussing, including:

- a. Peter Kemper has solicited input from a UUA consultant regarding the changing role of the minister during size transitions. The Committee on Ministry will be making an effort to educate the congregation about this matter.
- b. How to conduct the small groups meetings - different times and locations, max. of 12 people, use Hospitality Teams?

The meeting was adjourned at 9:00 pm.

Respectfully submitted,

John Schmidt & Paula Ralph

Upcoming important dates

Frankie Price Stern visit	Oct. 13 & 14
Program Council meetings	Oct. 16
Mid-year Meeting	Nov. 4
November Board meeting	Nov. 13