



309 W Green Street, Urbana, Illinois

Board of Trustees Business Meeting Minutes

August 27, 2024 - 7:00-9:00 PM - In person/Hybrid Meeting in Library

Present: Jenna Zeidler, Karen Folk, Jocelyn Karsk, Jenny Hunt, Matthew Staciewicz, Pat McClard, Margaret Lovell, Steve Herzog, Adelaide Aime, Rev. Beth Monhollen

Meeting was called to order at 7:07pm.

WELCOME:

Chalice was lit, Reverend Beth offered a reading and Board members made brief individual check-ins.

The Business Meeting Agenda was finalized.

Consent Agenda

- [BoT Staff Report AUG 2024](#)
- [Lead Minister Board Report Aug 2024](#)
- [DRAFT Board Minutes - July 23, 2024](#)

Rev. Beth let the board know that Ben Jocelyn is the current interim executive director at Channing Murray and briefly went over the current situation there.

Operations Council Recommendations

- Final Ops Council Policy and Procedures description and Revised Ops Council Proposal Form

Background: In July, Ops met and assigned Cate to revise the Ops Council Policy into a description section and a procedures section.

Ops Council Policy: [OPs-Council-Policy-Draft 2024](#) Aug 2024 revision

Proposal Form for submitting items for Ops Council review:

<https://forms.gle/oHfHqBor4VqttBec8>

MOTION: Pat McClard moved to accept the Ops Council Policy Draft and revised Ops Proposal form to be added into the policy manual. Jocelyn Karsk seconded. Motion passed.

Discussion: BoT discussed the method for appointing a chair, and made minor change to the draft (changing committee to council)

ADMINISTRATIVE UPDATE:

Treasurer's Report for Monthly Financials first month of the fiscal year,

- [Fiscal Summary –July, 2024](#)
- [Balance Sheet and P & L–July 2024](#)
- [Budget Comparison–July 2024](#)
- [Unbudgeted Revenue Tally - July, 2024](#)
- [Important Fiscal Notice–July 2024](#)

BoT discussed Rev Sally's news of leaving in spring and how we can hold congregants' concerns and grief with care and make space for sad feelings in order to make the process a good goodbye.

OLD BUSINESS:



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- **Unhoused neighbor policy** and response recommendations, Rev Beth is working on drafting a policy that will come to the Board. She has reached out to other congregations nearby to share what they currently do. Looking at balancing compassion with safety and security of our building.
- **Urgent Capital Needs Task Force**
Recommendations based on August study session discussion, the BoT discussed differences between the BAGAT charge and this task force.

[Draft Charge](#)

MOTION: Margaret Lovell moved that we accept the Draft Charge document as revised with the intention of sharing it for review by the current urgent needs task force. Jenna Zeidler seconded. Motion passed.

NEW BUSINESS:

- **Shared Offering process:** shared offering nomination date is november 17 1pm, The BoT discussed minimum age to vote on the shared offering recipients and decided anyone in the REE classroom that includes 2nd grade and higher should be allowed to vote

MOTION: Margaret Lovell moved individuals in the REE classroom that includes 2nd grade and higher be included in the voting process for shared offering recipients . Pat McClard seconded. motion passed.

- **BOT statement on discerning future needs.** We will keep the congregation abreast of what the processes will be as they are identified.

GRATITUDE PRACTICE:

- David & Claudia Gross - longtime leadership & wisdom provided to UUCUC over 50+ years; also accessibility advocacy

● ACTION ITEMS:

- Review New
 - BoT members will begin to look at future needs of the church, items that we feel that we need to attend to in order to meet our mission and vision. Whether those items be something for urgent capital needs taskforce, something with staffing, something with programming, etc. Keep in mind 1 year, 3 year, 5 years, have ideas ready for September study session
- Review Ongoing/In Progress
 - All Board members will write card shower cards
 - Jenna will send out the addresses for card shower recipients

● FUTURE DATES

1. Jenny out of town - August 24-27
2. September Study Session - September 10
3. BoT Retreat - Friday September 13 - Saturday September 14
4. BoT Business Meeting - September 24
5. Rev Beth vacation - September 25-October 2
6. BoT Study Session - October 8
7. Council of Shared Leadership - October 12
8. Rev Beth fall study leave - October 14-21



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9. BoT Business Meeting - October 22
10. Rev Beth's Installation - Sat Feb 15 at 11am!

The meeting was adjourned at 9:12pm.