



309 W Green Street, Urbana, Illinois

## Board of Trustees Business Meeting Minutes

August 22, 2023 - 7:00 - 9:00 PM in person -Children's Chapel

Present: Jenny Hunt, Steve Herzog, Joe Finnerty, Adelaide Aime, Matt Stasiewicz, Charlie Boast, Jenna Zeidler, Jocelyn Karsk, Rev. Beth Monhollen

Absent: Karen Folk

Meeting was called to order at 7:04pm.

### WELCOME/CHECK IN/CHALICE LIGHTING

- Chalice Lighting

The amended agenda for the evening was finalized with a couple of items pulled out for discussion.

### CONSENT AGENDA

- Staff reports: [Staff Reports - August 2023](#)
- Operations Council - 8/14/23
  - **Personnel Committee Description revised after Study Session with Head of Staff**
    - **Personnel Committee Process and Chief of Staff**  
Action/Discussion: Based on July Ops Discussion, BoT Study Session with Rev Beth revised Personnel Committee description in Ops Manual.
    - revised Personnel committee description - Ops approved
      - Resource: [DRAFT Revised Personnel Committee OpsManual](#)
  - **Policy on Policies**
    - Action/Discussion: The Governance Taskforce has developed a new policy to address the uniform development of UUCUC's policies and offer a guide for staff and lay leaders who undertake this crucial task.
      - Resource: Ops Council Proposal - [Policy on Policies](#)
      - Resource: [Policy on Policies \(draft\)](#)
      - New Resource: [Revised Policy on Policies for approval by Ops](#) (stored in Aug Ops folder) H-1 Policy on Policies  
Ops approved - to consent agenda

### ADMINISTRATIVE UPDATE

- Treasurer's Report for Monthly Financials -these June reports were done by the previous accountant, July reports forthcoming from the new accountant. Our BoT retreat in September and the October study session will focus on financials.
  - [Fiscal Summary – June 2023](#)
  - [Unbudgeted Revenue Tally - June 2023](#)
  - [FY23](#) Treasurer's Year-End Analysis
  - [FY24 Bank Account Balances as of 8/22/23](#)

### July BoT Meeting Minutes (pulled from consent agenda)

- Small edit made.

**MOTION:** Adelaide Aime moved to approve the July Board Meeting minutes, Jocelyn Karsk seconded, motion passed.



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### **OLD BUSINESS**

- **Update on topic from July study session** There was a meeting focusing on Rev Sally's concern, and how it impacts our kids and youth. There will be a yearlong educational component to encourage individuals to understand a variety of differences as it pertains to one's humanness. This initiative, co-sponsored by the LGBTQIA+ welcome team (a part of social action) and adult RE&E, will include a workshop led by Nicole Frydman, UP center director. A second component will be a multifaceted approach to support development of the choir director and restore relationships within the choir.

**MOTION:** Adelaide Aime moved that the bot support a year long educational experiential project to explore humanness. Matt Stasiewicz seconded. Motion passed.

**DISCUSSION:** Rev. Beth noted that this process will focus on honoring people's human dignity, which is a part of our core values, and how we love each other and learn skills on how to engage in conflict in a healthy way. With some of the large decisions that will come up in the next five years, these skills are a great investment that will help us have those conversations.

- **Church Home**
  - Jocelyn brought up the Green Congregation 2030 initiative. It seems like there are some things that we already do, maybe not the large investment that needs to wait for our church home big decisions to be made, but we are doing a lot already. An overview of the requirements for certification would be helpful to the congregation and could show how much we're already doing.
- **Tech Solution for Hybrid Congregational Voting** Matt will be conversing with a couple of others informally to create a proposal for the Board.
- **Task Force Updates and BoT Guidance:**
  - Accessibility and Urgent Building Needs: Jenny has reached out to a couple of folks about chairing
  - "Unhoused Hospitality": Policy and Future Relationships The Board discussed the staff's need for a policy to assist them in interacting with our unhoused neighbors. This seems like a task that Safety and Security as well as Building and Grounds and staff should be involved in. We want them to have a safe place but we also need to enforce some guidelines in order to keep both the congregation and the unhoused individuals safe. The Board discussed a temporary unhoused neighbor relations working group to create policy on unhoused neighbor relations, to address liability and staff needs for clear guidelines to interact with our unhoused neighbors. Other churches' policies could serve a good reference/starting point.
  - Church Building as Housing? Social Action has been discussing this option, either as a warming center in winter or offering assistance to our unhoused neighbors. This is very different from the guidance staff is asking for. Using the term "Hospitality" may have confused the two issues.

### **NEW BUSINESS:**



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- **Rev Sally Full Fellowship Celebration:** Jenny has been in contact with the members of the rev sally's preliminary fellowship team search committee. Two of three members are on board for coordinating a celebration.
- **BoT Retreat:** Adelaide handed out complete information, should be an enjoyable and productive time

### GRATITUDE PRACTICE:

- Card Shower Recipient(s)
  - Personnel Committee - Kathleen Holden and send to entire group at Church address c/o Cate for kudo board
  - Mona Shannon in CA & Karen Folk for England Legacy Challenge work

### NEWS FROM THE FIELD (Councils and Task Forces):

- **COUNCILS**
  - [Congregational Life Council](#) - Jenna Zeidler, nothing to report
  - [Operations Council](#) - Karen Folk and Adelaide Aime, nothing to add to the above comments
  - [RE & E Council](#) - Steve Herzog shared some feedback from outgoing members of the council
  - [Social Action Council](#) - Charlie Boast noted they will be meeting next week, focusing on cooperation with REE and worship, to bring social action into both of those areas. Adelaide noted that the partner church program was discontinued by the UUA, but we are looking at a way to continue on our own.
  - [Worship Council](#) - Rev Beth noted they will be meeting on Thursday this week
  - Council of Shared Leadership-Jocelyn, nothing to report
  - Special Projects-Matt, nothing to add to above comments regarding hybrid voting options
- **TASK FORCES**
  - [UUCUC](#) Strategic Planning (Monitoring) Taskforce - Karen Folk (absent)
  - Governance Task Force-Jenny Hunt shared that the policy on policies passed, a communications policy has been forwarded to the Ops council for updating outlining who can speak on behalf of the church and protections for social media. The Taskforce is working on identifying outdated policies in the manual for removal or updating.
  - Urgent Building Needs/Accessibility Task Force- Leader TBD,

### ACTION ITEMS:

- Review New
  - Jenny and Rev. Beth will communicate with involved parties about the unhoused neighbor relations group and clarify the needs from staff.
  - BOT members will review covenant and come to retreat with ideas for current boards
  - Jenna will send out addresses for the card shower
  - All Board members will write card shower cards



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- Review Old
  - Aime will check on the dollar value of the church's insurance and report back (This activity is moved to new fiscal year and will be linked closely with the property appraisal - 5.17.23 BD)
  - Hunt will reach out to Kelly Skinner re: a possible policy for childcare at church events (In progress)

**FUTURE DATES:**

- Jenny gone - August 28 -September 1, 2023
- BoT Retreat - Friday evening September 8 and Saturday September 9, 2023
- BoT Study Session - September 12, 2023 (roles and commitments of the BoT)
- Fall Coffeehouse - September 16, 2023
- Welcome Rev Beth Potluck - September 24, 2023
- BoT Business Meeting - September 26, 2023
- BoT Study Session - October 10, 2023 (Adelaide's Financials Tutorial)

Charlie Boast moved to adjourned, Steve Hertzog seconded, meeting was adjourned at 9:04pm