

**USR Board of Trustees Meeting
January 5, 2015
Minutes**

Attendance:

Regina Andrews, Kris Henrickson, Robert Markowitz, Carlos Martinez, Helen Matusow-Ayres, Suzanne Samuels, Judd Seals, Charlie Walter, Kevin Smith, Jeff Summerville, Andrea Learner

I. Budget Drive Video

A. Summary

- Filmed scenes in a pledge drive video
- Hunger Banquet and Valentines Day fundraiser
 1. Oxfam America Hunger Banquet
 2. Valentines Day Sale- Midnight Run
 3. Helen moves, Regina seconded, motion carries.

Process Observer: Charlie Walter

Chalice lighting
Starting at 7:15

II. Discussion with Andrea Learner

A. Summary

- How are we feeling about the medical leave, hopes, aspirations

B. Discussion

- Carlos has done an outstanding job. Trepidation, lots of questions, Town Hall Meeting, doubts, uncertainties, partial return (Charlie)
- People confused about what is wrong with her. Leaving the congregation confused (Regina)
- Communication Breakdown between Board and congregation before. This has brought the Board and the congregation together. Board has been able to coordinate everything. Coming together. Monthly meetings.(Robert)
- Financial Issues- more expenses. People holding back on their pledges . Actually better than we thought- \$55,000 off (Chris)
- Positive of people coming together. Factions, difficult for Kathleen when she returns. (Helen)
- Nominating committee concerned about filling VP role (Judd)
- What if she doesn't come back (Jeff)? Andrea established procedures- interim appointed immediately if she doesn't return
- Need to know about intern in April 17th
- Not much communication about how she is. Andrea said she has a round of doctors' visits coming up and may have information before

the 90 days. But we may have to wait until February.

- Suzanne- this has been costly to the congregation. Time and money. There were problems with her performance beforehand.
- What is best for the congregation
- If she were going to go on Long term disability, the insurance company pays and she is no longer in our employ.
- Recap, where we were this summer. The stress of the evaluation may have contributed to her illness.
 1. Another model of Committee on Ministry in the future

III. Consent Agenda

A. Vote on December Minutes (*Carol Wolf, misspelled*)

- Minutes approved

B. Discussion of Reports

- Web site progressing
- Safe congregation reports. Any Board members who want to participate in the training. Let Suzanne know- Kevin Smith can do it.
 1. Lit candles safety, Judd, LB and Carlos conversation about. Judd will ask their opinion, let them know that we are going to talk about this
 2. CL wants all of Sunday Services committee receive safe congregation greeter training. They are resisting.
 - * Sunday Services Committee how has it changed since Rev. Kathleen. Lay services- became worship associates and rewrote their mission statement. Enlarged their role. Ministerial Advocacy- not their role- Carol get on the agenda. Judd will speak with Carol.
 3. No action on Hilde. May have some issues if she is not compliant with the requests that have made of her. There will be a financial impact.

C. Update from Program Council

- Even with Liaisons the Committees should send their reports to the Board
- CYRE proposal for paid nursery staff. One service harder to get volunteers who can't go to a service. Need two people. Volunteers not great because of fire safety training. Asking for two people and perhaps one of them could be the childcare coordinator, which is a difficult role to fill.
 1. Unbudgeted
 2. Safety issue
 3. Charlie moves to approve, Robert seconds- \$800 for this year, 15 hours for childcare. Laura Beth supervises. Motion passed.

IV. Treasurer's Report

- #### A. Jeri is on probation- 60 days to improve performance. Middle of February.

- B. Financial situation better than believed. See above
- C. Discussion off line about reports to Chandrika

V. Update on Rev. Kathleen's Leave (Discussed with Andrea)

- A. Summary
- B. Discussion
- C. Action

VI. ACS (Postponed until Jan. 19 meeting)

- A. Summary
 - Governance Board
 1. Privacy Statement? Do we have one? Judd should check with Elaine Petrowski
- B. Discussion
- C. Action

VII. Society Café- Jeff

- A. Fund Raiser for USR
 - Some nights we get money others we get none.
 - New arrangement- Society Café is a renter, \$300 per night, USR event.
 - Arrangement cannot change in the arrangement until a proposal comes to the Board for discussion. Fund Raising policies.

VIII. Town Hall Meeting

- A. Liaisons give reports to Suzanne
- B. Ask Rev. Kathleen if she has any updates- Marty Lavanhar- he will reach out and report

IX. Next Meeting

- A. Case Statement
- B. ACS
- C. ABD Request
- D. CUC Outreach Auction

X. Report of Process Observer

- A. We were all over the map, but we caught up

Adjourned at 9:04 pm