

**Unitarian Universalist Society  
Board of Trustees  
REGULAR MEETING MINUTES**

March 16, 2022 (virtual via Zoom)

**Present:** Alan Swanson (President), Joe Rasmussen (Past-President), Rochelle Honey-Arcement (Vice-President), Mike Pavelich (Treasurer), Diana Henry (Trustee), Hazel Seaba (Trustee), Rev. Diana Smith (Minister, Ex Officio), Paula Miller (Secretary), John Raley (Financial Trustee), Julia Audlehelm (Trustee)

**Guests:** None

**Call to Order and Chalice Lighting:** President Alan Swanson called the meeting to order at 7:03 p.m. and lit the chalice.

**Opening Words:** Provided by John Raley

**Board Read:** Members discussed Chapters 2 & 3 of the Board's common read "How to Lead When You Don't Know Where You're Going: Leading in a Liminal Season" by Susan Beaumont. For next month's meeting we will read chapters 4 & 5.

**Consent Agenda:** The Board received the consent agenda which included the Feb 2022 Board meeting minutes, March 9th Executive Committee minutes, Treasurer/Finance reports, and Minister/staff reports including highlights from DCCE Peggy Garrigues, CA Emma Barnum, REC (Religious Education Coordinator) Anna Rode, and DM Alex Heetland. Rasmussen moved to approve the consent agenda, seconded by Audlehelm. The Board voted unanimously to approve the consent agenda. Seaba advised that there was a typo in the Feb Board meeting minutes under the Mission & Vision Committee review: "BGI" was misspelled as "BHI". Miller advised that this will be corrected, and an updated copy provided to Emma to replace the one in Dropbox. (Secretary's note: this misspelling was corrected prior to publication in the March 2022 newsletter).

**Three Open Questions:** The next 3 open questions will help guide the vision of ministry from the new church year starting July 1<sup>st</sup>. Discussion centered on finalizing the 3 open questions from the 7 already submitted. The 3 drafts created for final consideration are: 1. What messages and actions can members take to help UUS introduce ourselves and engage the surrounding communities? 2. What can the UUS do to increase participation in UUS's and surrounding communities' racial and social justice programs? 3. How do we continue to grow our connections now that we remain multiplatform? Board members also suggested a 4<sup>th</sup> question for Ourselves: How can the congregation help you grow?

**Board Committee Reports:**

Governance – Rasmussen summarized how congregational meeting protocol might change to accommodate multiplatform and in-person meetings. He advised that multiplatform meetings present challenges with amending motions, establishing a quorum, and asking questions from

the floor, and he requested input from the board about creating new meeting procedures. One option would be to create a separate Zoom link for the congregational meeting which only UUS members could access and that would be separate from the Sunday service's Zoom meeting. This would make it easier to count participants, and then we could separate questions submitted online from in-person questions. All voting would be during the meeting or by a time set in advance. Honey-Arcement advised that she thinks UUS Zoom volunteers could facilitate questions and discussions, and that Zoom does allow a document to be shown online during live discussion. In-person questions and comments could be addressed separately from online questions. Raley recommended that each meeting should be recorded so that people who couldn't attend can watch it later. Rasmussen confirmed that changing meeting protocol doesn't require a bylaw change, but we do need to make sure that the process is clear ahead of time. We will likely continue to use the Election Buddy program for online voting.

Personnel – They have completed Zoom interviews for the new DLRE candidates, and they will be bringing in 2 people for in-person interviews and have 2 additional interviews scheduled with local people. Rev Diana added that there will be an ad hoc Board meeting at the end of April to introduce the new candidate. They are also restructuring the part-time staff positions and have written new job descriptions. There should not need to be any budget changes.

Finance – Raley advised that the Board needs to vote on what to do with Ruth Muir's bequest. Pavelich advised that there were no special instructions attached to this gift, so policy directs any undesignated gift over \$2000 to go to the general endowment corpus. Raley moved to add it to the general endowment, seconded by Henry. The motion passed unanimously. Raley added that Finance received a request for a fundraising event to raise money for the operating budget by holding a garage sale at the end of April. Rev Diana advised this would coincide with the Coralville city-wide garage sale on 04/30. Raley moved to approve this fundraising event, seconded by Audlehelm. The motion passed unanimously.

Right Relations – Swanson advised that we do want to re-energize this committee and that most churches do have one in place in case of internal conflicts. Rev Diana advised that a Right Relations committee can work in different ways: it can be a standing team that responds to specific situations, they can provide guidance at events or congregational meetings, and they could lead communication training. This committee was organized right before the pandemic with 3 people agreeing to a 3-year term. It might also have a Board liaison as a member, or a Board member could take a more active role. She advised that the next step will be to meet with the people who originally agreed to be on that committee. Audlehelm agreed to act as a temporary liaison until June, and she requested that Swanson outline some of the issues which are being brought up by other churches in his weekly Midwest Region UUA meetings.

Mission & Vision Review – Seaba advised they will meet again on Monday 3/21 and credited Kelly O'Berry with getting 2 sets of minutes prepared. They hope to have a finished assessment by the June meeting which the Board can approve. They are currently writing up 5 consensus plans which also recommend what type of data can be collected and how they can reasonably work with BGI metrics.

## **OTHER BUSINESS:**

**COVID and UUS Reopening Progress:** Rev Diana is working on a Safe Gathering plan which she will run by the COVID Safe Gathering task force prior to the 04/20 Board meeting.

**Proposal to adopt the Eighth Principle:** Rev Diana advised that there will be a forum on 03/20, and Peggy Garrigues is working with Covenant Group resources to have this topic discussed at April meetings. Rev Diana is waiting on a response to her invitation to have a guest speaker present at the 04/10 Sunday service.

**BGI Discussion:** At their last meeting they discussed with Peggy what she needs to facilitate her work with expanding rentals and social media. Peggy participated in some continuing education with a social justice focus. There will also need to be a group formed to discuss plans for a new Capital Campaign to pay off the mortgage. They also discussed collaboration with the Mission & Vision Committee and how the BGI dashboard will work. Rasmussen agreed to be on the ad hoc rental group with Gary Lawrenson. Raley expressed appreciation that the Finance Committee was brought in to enhance and supplement the work of BGI and the Mission & Vision Committee.

## **UNFINISHED BUSINESS**

**May Congregational Meeting:** Swanson asked if we should have a report from BGI in addition to the discussion on the 8<sup>th</sup> Principle? Honey-Arcement and Pavelich advised that we should probably wait before presenting a full report, but we could address the collaboration currently taking place and could address a few things BGI is developing measurement for to present to the congregation.

## **NEW BUSINESS**

**Team for Shared Ministry:** Rev Diana would like to have a designated team to provide ministerial advisement to help her stay connected with different parts of the congregation. It would also help to provide perspectives with what is happening in the congregation and what developmental needs should be addressed. It would not be a Board committee, but she does want to discuss with the Board who should be on it and what type of relationship it would have with the Board. It would require about 3-5 people, and it would be less formal than the outgoing Ministerial Transition Team and not as structured as the former CCLAM committee which had members elected by the congregation. Swanson requested that she write a short paragraph outlining her needs which we can discuss at the April Board meeting.

**UUA General Assembly:** The Board will need to approve 6 delegates each for both GA and the MidAmerican Regional Assembly. GA will be both online and in-person in Portland Oregon from Wed 6/22 – Sun 6/26, while the MidAmerican meeting will be on 04/30 and will be only virtual. We will need to approve the 6 delegates for the UUA Regional assembly by 04/29. Rev Diana advised that we can vote on the delegates at the April Board meeting.

**Guest Comments:** None

**Closed Executive Session:** None

**Process Observer Comments:** Provided by Audlehelm

**Closing Words:** Rochelle Honey-Arcement

**Motion to Adjourn, and Extinguishing of the Chalice: 9:32 pm**

Next board meeting 7:00 pm April 20, 2022 via Zoom

**Paula Miller, Board Secretary**