

UUS Board Meeting Minutes
6:30 p.m. August 21, 2024

Present: Jeff Walberg (President), Sarah Ross (Vice-President), Christine Etler (Secretary), Michael Honey-Arcement (Treasurer), Ian Cawley (Trustee), Ernie Cox (Trustee), Monique DiCarlo (Trustee), Rev. Diana Smith (Ex-officio). **Absent:** none. **Quorum met.** **Guest:** Lucy Gamon (Assistant Secretary)

Meeting opened at 6:35 p.m. with check-in. Ross provided Chalice and Opening Words.

Consent Agenda	
Reports <ul style="list-style-type: none">• Minister's Report – July• Treasurer's Report – July• Personnel Committee Minutes - July 8	Decisions <ul style="list-style-type: none">• Approve July 17 Board meeting minutes• Set congregational meeting dates: Dec. 15, 2024, and May 18, 2025• Approve Retirement Plan Restatement• Approve Personnel Manual Policy Revision: Employment of Relatives & Members

Etler moved that the reference to "board minutes highlights" be deleted from the July Board Minutes before approval. Cawley seconded. The Board unanimously approved this motion. Gamon made the appropriate deletion and filed the Minutes. The chair reviewed the rest of the consent agenda items, and hearing no objections, announced that the consent agenda has been adopted.

Endorse Development of New/Reorganized Endowed Funds—The Board reviewed the Endowment Committee’s proposal to develop two new and reorganized funds.

Motion—Ross moved that the Board endorse the Endowment Committee's proposal to develop two new and reorganized funds, as contained in the document entitled "UUS Endowment Fund Reorganization Proposal." Final Board approval will be considered once details on fund amounts, names, and descriptions are clarified. Etler seconded. The Board unanimously approved this motion.

Discuss 2025 Budget Process and Overview—Rev. Diana and Honey-Arcement discussed the process of developing a budget for the 2025 year. Next steps: by 10/1/2024 a draft, non-discretionary budget will be completed and requests for funding from programs for “wants and needs” will be due. The upcoming Stewardship campaign has a fundraising goal of \$400,000. Although 2025 expenses will likely exceed this amount, the church is entering the 2025 fiscal year in a strong financial position. The 2025 budget will be finalized in November.

Discuss Healthcare Benefits Proposal and Vacation/Holidays for Staff—The Board discussed the Personnel Committee’s recommendations for changes to staff healthcare benefits and vacation and time-off policies. The Board reviewed three proposals for updating the health care benefits for staff. In September, the Board will discuss price-scenarios for the options under consideration (provided by Honey-Arcement), as well as discussing the potential impact on our budget. Rev. Diana has shared the proposed changes to vacation and time-off policies with staff, who are generally in favor of these changes.

Motion-- Honey-Arcement moved that the Board approve the document entitled "UUS Time Off and Recommendations for Change" for vacation and holiday amendments for staff, with Rev. Diana's proposed adjustment for staff working less than twenty hours, effective August 1, 2024. Cox seconded. The Board unanimously approved this motion.

Approve “Hope for Us” Next Steps—The Board discussed engaging the UUA consulting team known as “Hope for Us.” The general purpose of engaging these consultants is to examine congregational patterns related to conflict to help the congregation develop more resilience, but with specific focus areas developed during a series of conversations between UUS and Hope For Us. Walberg and Rev. Diana reported on an informational call they had with MidAmerica Regional Consultant Sharon Dittmer and Hope For Us Coordinator Connie Goodbread.

Motion-- Ross moved that the Board authorize \$5,000 for "Hope for Us" services, with \$5,000 in matching funds expected from the MidAmerica Region, and with a final Board decision to be made after receiving congregational input via a Q & A session with “Hope for Us.” Cawley seconded. The Board unanimously approved this motion.

Discuss Ministry Teams Next Steps—Walberg led a continued discussion on Board intentions for Ministry Teams. The Board discussed potential categorization of teams, the characteristics of support expected, and staff partners for each.

Motion—Honey-Arcement moved that the Board go into a closed session. Etler seconded. The Board unanimously approved this motion. A brief closed session ensued thereafter. The purpose of this closed session was to announce a bequest gift.

Closing

Cox provided process observer comments. Ross provided closing words. With the agenda completed and no new business from the floor, the chair adjourned the meeting at 9:16 p.m.

Lucy Gamon, Assistant Board Secretary

Email the Secretary at secretary@uusic.org with requests for documents reviewed at the meeting.

Addendum: The Board met separately on Sunday, August 25, 2024, so that Rev. Diana could consult with the full Board on filling the position of Music Director.

The Board approved these minutes on September 18, 2024.