

Countryside Church Unitarian Universalist  
Minutes of the Board Meeting  
December 19, 2012

Reverend Hilary Krivchenia and all Board of Trustees members were present, with the exception of Tom MacTavish.

Rev. C. Scot Giles, Lois Phillips and Paul Sneddon, were present as visitors. Alan Greenland was present as an observer.

President Greg Blus called the meeting to order at 7:00 pm.

### **Consent Agenda Items**

Greg Sweigert made a motion to approve the November 14, 2012 Board of Trustees meeting minutes and the December reports (Ministry Council Report, Minister's Report, Assistant Minister Lifespan Religious Education Report, Finance Committee Minutes and CCUU Financials 11/30/12). The motion carried unanimously.

The questions from, and discussion with the Board, were about the possibility of Reverend Michael Schuler from the First Society in Madison visiting Countryside in February, the involvement of CCRC and the lack of a clearly defined role either in policy or governance for CCRC, and whether or not there is a three year commitment connected to the Chalice Lighters Grant.

### **Unfinished Business**

#### Survey Update

Richard Chay reported that the analysis of the survey was proceeding. He indicated that a January presentation date was feasible depending on Board scheduling and availability.

#### Outreach/Fundraising Ad Hoc

Bev Sneddon reported that the group met December 5<sup>th</sup> and there was agreement reached that there should be one steering committee combining all related outreach and fundraising activities in a central group. Bev also noted that we needed a more comprehensive fundraising policy, since there was none in the Countryside Policy Manual.

## Stewardship

Greg Blus reported that a Stewardship Chair has not yet been appointed. He noted that Ministry Council leadership had accepted a role in stewardship and would be involved for 2013-2014. Greg Sweigert volunteered to assist with, but not lead the 2013-2014 campaign.

## Policy Process

Richard updated the Board on the outcome of the group meeting with Richard, Hilary, and Greg Blus to discuss any requirements necessary to the process of adding, deleting, or amending policies. In the meeting, the group agreed that there was no specific new requirement for revising the Policy Manual as there was already a general one in place.

## Update on the meeting with Chris Pett

Greg Blus reported that dates for the Chris Pett meeting were being considered for January.

## **New Business**

### Reverend C. Scot Giles Housing Allowance

Richard Chay made a motion to approve Community Minister Scot Giles' request for the Board to designate \$24,000 for 2013 from his pastoral practice as a housing allowance for tax purposes. Countryside Church Unitarian Universalist shall have no responsibility for the payment or raising of such funds. This motion will be sent to Scot Giles as the official communication from the Board.

The motion carried unanimously.

Reverend Giles also took the time to update new Board members on the role of Community Ministry generally, and Scot's role specifically at Countryside.

### Sanctuary renovation

Paul Sneddon gave the Board an update on the money that has been spent to repair or upgrade a significant portion of the physical structure of the building. Over the past few years, that work included new siding, roofing, HVAC, windows, and other important repairs to the property. One significant remaining area is the sanctuary, which is in need of new carpet, new chair coverings, and replacement of the pulpit area, choir seating space, and ramp access areas of the front (south) of the room, and lighting throughout. There have been a number of meetings with key members of Countryside design team and the architect Dave Toma reviewing the options that are possible.

### Sanctuary renovation - continued

Lois Phillips showed the Board the chair swatches for the new cushions and backs that have been ordered for all of the chairs in the sanctuary. The cushions and backs are scheduled for a March delivery date. Lois also explained the plan for new carpet in the sanctuary to match the chairs. The plan is to use carpet squares, rather than rolled carpet, so that areas of wear or future damage can be replaced, as squares, on an as needed basis. The recovering of the chairs and the replacement of the carpet has been funded by the generous contributions of members of Countryside, outside of the building campaign budget.

The Board saw drawings, descriptions, and a detailed cost breakdown for all of the possible improvements and repairs to the sanctuary. The grand total of the cost of the items needing repair/replacement in the sanctuary, excluding the already funded chairs and carpet, is estimated at approximately \$155,000. The cost breakdown by need/urgency is roughly \$74,000 now and another \$81,000 later.

The \$74,000 would be funded from the anticipated \$45,000 in building campaign pledges that have not yet been paid. The Board recognized that it is important to close the remaining gap, since it is most desirable to have the demolition, repair and construction completed before laying new carpet or recovering the chairs.

The Board affirmed the need to delay the installation of the carpet until the Countryside design team could meet, review options, work out a plan, and begin communicating with all members of Countryside about this effort.

#### Reverend P. Morale's nomination

Peter Morales, President of the UUA, has asked that his name be placed into nomination for President of the UUA. Greg Sweigert made a motion to sign the petition to designate Reverend Peter Morales as a nominee for President of the UUA. Nine Board members voted in favor, one Board member abstained, and so the motion carried.

#### Membership Coordinator Benefit – Retirement Contribution

The Board affirmed the payment of \$396.90 as a contribution to Dan Wiseman's retirement account as a required employee benefit.

#### January 27<sup>th</sup> Town Hall meeting

The Board discussed possible topics for the meeting to include the budget process for 2013-2014. Beth Ligouri offered to draft a communications plan for review and discussion by the Board.

### New business from Reverend Hilary

Reverend Hilary thanked the Board and distributed gifts of appreciation including a key, and two books.

### **Wrap up**

The Board members reviewed all action items from the meeting.

### **Reading and Adjournment**

The Board meeting adjourned at 8:50 pm.

The next scheduled meeting of the Board of Trustees is Wednesday, January 16, 2013 at church.

These minutes were submitted by Richard Chay, Board of Trustees, Secretary, Countryside Church