

Countryside Church Unitarian Universalist
Minutes of the Board Meeting
July 17, 2013

Trustee Kathy Dalhgren was absent from the meeting. All other Board of Trustees members (Gloria Kinney, Beth Ligouri, Tom MacTavish, John Mosman, Deb Quentel, Sheryl Skifstad, Bridget Smith, and Bev Sneddon) were present at the meeting. A quorum was present.

Karen Noorani and Courtney Renwick were present as observers.

President Bev Sneddon called the meeting to order at 7:00 pm.

Consent Agenda Items

There was some discussion about the financials. Some programs appear to be under budget. There are several reasons. First, it is presumed that more receipts are still coming in for fiscal year 2012-2013, and second expenses for pulpit guest come in over the summer. Finally, the Board acknowledged that programs were cautious with spending last year. Bridget Smith made a motion to approve the June 18, 2013, Board of Trustees meeting minutes and the July reports (Financials). Gloria Kinney seconded the motion. The motion carried unanimously.

Unfinished Business

Sanctuary Renovation Schedule

Bev Sneddon reported that the architect is working with the Village of Palatine and is currently waiting on the permits. It is predicted that construction will start on or about July 29th. This will be after the rummage sale. Additionally CCUU is waiting for the Village of Palatine to tell us whether we can continue to meet in the sanctuary for service during construction. Alternatively, service will be held Atherton Hall. Lastly, the committee is working with the carpenter to determine various materials for different features. The renovation is on track for completion by the In-Gathering in September.

Concealed Carry Law – CCUU policy

This issue was discussed at a previous Board of Trustees' meeting, and the Board returned to this issue since the Conceal Carry Bill has now passed in Illinois. The

Board discussed general issues surrounding the Bill. The Bill does not take effect immediately. Based on information, it is estimated that it will take approximately six months before people have permission “to carry.” Presently, Illinois is developing regulations to allow communities to opt out. Additionally, there is a debate about whether churches should be able to ban weapons. Considering these factors, the Board requested that Kathy Dalhgren, in her role as a member of the Safety Task Force, begin to look at this issue as state-wide discussions conclude.

New Business

Photos of Members of the Board of Trustees

CCUU plans to display photos of current Trustees. Trustees are requested to submit photos.

Facebook

The Board reported that Elizabeth Vesto has secured several unclaimed Facebook pages that appear to be about CCUU for the benefit of CCUU. Senior Minister Rev. Hilary Krivchenia, Dan Wiseman, and Board of Trustee President Bev Sneddon have formed a Committee to examine how best to use Facebook pages to benefit CCUU. Discussion followed about the workload that both maintaining a social media presence and preparing posts and responses can generate. Bev Sneddon also reported that CCUU member Christine Organ has volunteered to have a lead role in managing the Facebook page. Bev will ask Christine to get in touch with Dan Wiseman and / or Laurie to talk about getting started. The Board requested that Sheryl Skifstad examine this issue in more detail and report to the Board of Trustees.

On-Boarding Session – A Recap of 2012-2013 Minutes

In an effort to quickly and thoroughly integrate new members of the Board of Trustees into the Board's work, and to share some of the rich history of the Board's work, Trustees presented summaries of topics covered during fiscal year 2012-2013. Summaries were based on Minutes from previous Board of Trustees' meetings. Details will not be noted here, as the material was superbly detailed in the Board Minutes when first discussed. Topics discussed included:

■ **Board Policies**

- Outreach / Fundraising Policy
- Communication Policy

Safety Task Force
Board Policy Development

■ **Personnel & General Staff Development**

■ **Budget / Stewardship**

- **New Board Treasurer Beth Ligouri reported on plans to change the format of financial reports to show more detail about expenditures.**

■ **Congregational Survey**

■ **Building Countryside / Sanctuary Renovation**

Board Role and Board Development
Goals / Retreat planning
Executive Session
Ministry Council
Board Committee Appointments / Delegates to UUA meetings

■ **Rose Committee**

Journeys – Pads Shelter Request

President Bev Sneddon reported on a request from Pat Harrington of Journeys to create a Pads shelter at Countryside on Thursday nights during the cold weather months. Journeys has lost their Thursday night PADS shelter beginning October 1 through April 1, 2014. Journeys reached out to Rev. Hilary Krivchenia, who in turn requested that the Board President meet with a representative from Journeys; Bev Sneddon met with Pat during week prior to the July Board meeting.

President Bev Sneddon reported on her conversation with Pat Harrington; she noted the requirements and responsibilities inherent in Journeys' request and the impact of CCUU's existing Thursday night activities.

In general, the Trustees expressed an interest in assisting Journeys. And, the Board recognized the responsibility and complexities involved in committing to become the Thursday shelter, including the volunteer requirements and the impact on our building. After much discussion, the Board of Trustees requested that Service Ministry explore the various pros and cons related to this decision. The Service Ministry coordinators will contact PADS and other churches serving as PADS shelters to collect details about what participation requires and they will report their findings to Bridget Smith in her role as convenor of the Ministry Council. The Service Ministry will also consider mechanisms for determining if there is congregational support this concept as a service project at CCUU.

Controller / Treasurer Position

Treasurer Beth Ligouri reminded the Board that the Controller's position is empty. Beth Ligouri has volunteered to be Interim Controller and to work closely with Church Administrator Laurie Lantz to understand where the staff's role starts and ends and where the Treasurer's role starts and ends. Working as Interim Controller will allow Beth Ligouri to better understand the roll of the Controller and make it easier to ask for someone to take on this role. The office staff is moving to QuickBooks; this too will improve the role of the Controller.

Gloria Kinney made a motion that Beth Ligouri will be in the dual role of Treasurer and Interim Controller for a term not to exceed one year with financial statement oversight by the finance committee. Bridget Smith seconded the motion. The motion carried with a vote of seven in favor, with Beth Ligouri abstaining.

Wrap up

The Board members reviewed all Action items from the meeting.

Reading and Adjournment

Beth Ligouri made a motion to adjourn. Sheryl Skifstad seconded the motion. The motion carried unanimously.

The Board meeting adjourned at 9:45 p.m.

The next scheduled meeting of the Board of Trustees is Wednesday, August 21, 2013, at 7:00 p.m. at CCUU.

Respectfully Submitted,

Deb Quentel, Secretary of the Board of Trustees, CCUU