

**Countryside Church Unitarian Universalist  
Minutes of the Board Meeting  
September 17, 2014**

The following members of the Board of Trustees were present in person at the meeting: Matt Briddell, John Conneely, Mike Gilley, Alan Greenland, Gloria Kinney, Beth Ligouri, Deb Quentel, and Sheryl Skifstad. Additionally, Reverend Hilary Landau Krivchenia was present.

The following members of the Board of Trustees were absent: Michael Berry and Karen Noorani. There were no visitors or guests.

An in-person quorum was present.

President Mike Gilley called the meeting to order at 7:08 p.m.

**Board Covenant**

At the September 2014 Board Retreat, the members of the Board of Retreat wrote a covenant intended to shape the members' interactions with each other that reflected this year's BOT. The members read it and intend to read this version of the board covenant at future Board meetings.

**Consent Agenda Items**

Beth Ligouri made a motion to approve the August 17, 2014, Board of Trustees Meeting Minutes, the Senior Minister's Report, the Report from the Assistant Minister for Lifespan Religious Education, the Treasurer's Report, the Report from the Operations Team regarding masonry work, and the Report on the Interim Choir Conductor & Music Director Search. Sheryl Skifstad seconded the motion and President Mike Gilley opened the floor for discussion.

In viewing the finance committee report, the Board noted that additional bidding would need to be obtained for the masonry work. The Board advised that care be paid to attention and cost for any bids.

After discussion, the motion carried unanimously.

Treasurer Beth Ligouri reported that the Finance Committee recommends that the funds come from money budgeted from the operating budget up to \$10,000 this year. Thus, money for masonry repairs is coming from the operating cash account. The Treasurer stressed the importance of pledges arriving on a timely basis. The money in the reserve account should be preserved if possible.

**Strategic Planning Team Report**

Gloria Kinney provided a report on the Team's work. Additionally the Team has established a schedule. It was noted that it is vital that the Team look at outside trends in the outside world to take advantage of outside trends to continue to grow. The Strategic Planning Team is trying to pick up the themes from various meetings with groups and committees within the church to move forward and this will be the basis for goal setting. Reverend Hilary Krivchenia noted the

benefit of posting the Team's preliminary plan, as a springboard for discussion from the CCUU congregation. The Team is also looking for input from the various committees to help achieve the 5 year plan. Additionally, Reverend Krivchenia observed that we also need to determine where the passion and energy is for determining direction. Sheryl Skifstad reminded the Board that the Team's PowerPoint from the May 2014 Congregational Annual Meeting would also provide clarification.

### **Unfinished Business**

#### **Online Voting Working Group**

Mike Berry, Alan Greenland and Deb Quentel, with Reverend Hilary Krivchenia participating ex officio, stated their upcoming plans to meet and discuss the issue. They will have more to report at a future date.

#### **Selection of a BOT nominated member to the Nominating Committee (TBD) plus establishment of a convener**

President Mike Gilley explained the roles sought and listed current members of the Nominating Committee. Gilley reminded the members of the Board of Trustees that the Board needs to select one person for a one year term and additionally that according to the Bylaws, as President he needed to appoint someone to serve as convener. The Board discussed several individuals that it believed would be valuable members of the Nominating Committee.

#### **BOT bond/insurance: face amount, deductible**

Treasurer Beth Ligouri reported that the Finance Committee discussed the issue of whether we should re-evaluate the amount of insurance coverage. Ligouri reported that research on this topic was continuing. The Finance Committee is reviewing coverage in anticipation of the policy renewal in January, 2015.

### **New Business**

#### **Congregant's request to serve alcohol at a wedding**

Mike Gilley made a motion that the Board of Trustees approves the congregant's request to serve alcohol at her October 11 wedding conditional on her conformance to CCUU policies on serving alcohol as stated in the CCUU Policy Manual. Sheryl Skifstad seconded the motion. After discussion, the motion carried unanimously.

#### **Jumpstarting our goals from the retreat**

Matt Briddell reported that the team to determine the committee structure at CCUU has already met to get a rough idea of the variety of committees; the team plans to set future meetings that focus on communication between the groups.

#### **Personnel/HR governance**

Reverend Hilary Krivchenia stated that it would be useful to have some members review the personnel issues and larger issue of what sort of policies CCUU would need. Karen Noorani offered to assist with this, as she is the BOT liaison to the Personnel Committee. The President

noted that while the BOT may be the decision maker for hiring and firing decisions, it is critical that the Senior Minister have a say on this process, as she works directly with the individuals.

#### Congregation Lifecycle (synchronization of stewardship, congregational assessment, and work of ministries)

Beth Ligouri reported that the Board should consider planning for a future capital campaign and capital planning. Additionally, she noted the needed coordination between Operations and anticipated typical needs of the Operations Committee for building and operations' needs.

#### Interim choir director report

Sheryl Skifstad reported that the Music Search Committee has found an interim music director. He has the qualifications required for the interim position. The Music Search Committee liked the way that he taught them and worked with the choir. Reverend Hilary Krivchenia and the music committee are excited that the year can be planned out.

Matt Briddell moved that the Board of Trustees extend an offer to Guillermo A. Muñoz Küster as interim music director. John Conneeley seconded the motion. The motion carried unanimously.

Reverend Hilary Krivchenia noted the level and scope of work that the Music Search Committee put into the search for an interim director.

#### Executive Session

Mike Gilley made a motion that the Board of Trustees move into executive session to discuss possible candidates for committees. Alan Greenland seconded the motion. The BOT moved into Executive Session.

John Conneely made a motion to leave Executive Session. Matt Briddell seconded the motion.

#### Wrap up

The Board members reviewed all Action items from the meeting.

#### Process Check-out

The Board of Trustees implemented its process check-out for the benefit of the Trustees.

#### Reading and Adjournment

Following the reading, Sheryl Skifstad made a motion to adjourn. Alan Greenland seconded the motion. The motion carried unanimously.

The Board of Trustees meeting adjourned at 9:42 p.m.

The next scheduled meeting of the Board of Trustees is Wednesday October 15, 2014, at 7:00 p.m. at Countryside Church Unitarian Universalist.

Respectfully Submitted,  
Deb Quentel, Secretary of the Board of Trustees, CCUU