

**Countryside Church Unitarian Universalist
Minutes of the Board Meeting
October 15, 2014**

The following members of the Board of Trustees were present in person at the meeting: Matt Briddell, John Conneely, Mike Gilley, Alan Greenland, Karen Noorani, 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 Gloria Kinney.

An in-person quorum was present.

Beth Ligouri, who recently resigned from the Board of Trustees was there as a visitor.

President Mike Gilley called the meeting to order at 7:16 p.m.

Board Covenant

At the September 2014 Board Retreat, the members of the Board of Trustees wrote a covenant intended to shape the trustees' interactions with each other that reflected this year's Board of Trustees. The trustees read the board covenant out loud.

Consent Agenda Items

Karen Noorani made a motion to approve the September 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 recommendations and costs, the Music Director Search process status, and the Strategic Planning Team Report. John Conneely seconded the motion and President Mike Gilley opened the floor for discussion.

Former Treasurer Beth Ligouri reminded the Board that she has tendered her resignation as Treasurer and a member of the Board of Trustees because of work responsibilities. Members of the Board expressed their appreciation for the work she has done. Ligouri noted items in the Treasurer's Report that she planned to see through to the end.

After discussion, the motion carried unanimously.

Matt Briddell made a motion to approve the recommendation made by the finance committee for the north property windows. Sheryl Skifstad seconded the motion. Discussion followed. The plan is to replace the windows quickly before winter. After discussion, the motion carried unanimously.

Unfinished Business

Online Voting Working Group – status update

Alan Greenland reported that Mike Berry, Alan Greenland and Deb Quentel met and discussed

the issue. The group would like to discuss this issue and its recommendations with the Board at the November meeting. This would allow all members of the Board of Trustees to consider the Group's advice before making a decision. Greenland reported that the need for a non-regular meeting is rare.

Working Group on Goal #1: Governance goal

Karen Noorani reported that the group met two weeks ago; and it plans to meet again next month. The group is trying to ascertain a clear and definitive picture of all committees and groups that exist at CCUU. The group plans to make connections between the various groups and chain of reporting/responsibility. The group wants to determine clearly who has responsibility for various actions. The group is working to define groups that exist as a directive from the Board and what groups exist under other authority. Additionally, the group is trying to create a list of all the functions that need to happen to keep CCUU operational and to determine what groups are responsible for these functions. It appears there may be more than 56 entities within CCUU. And, the group is looking at which are essential to keep the building and operations running, including governance, and which are essential for our mission.

During discussion Trustees reminded the group that the goal is to affirm effectiveness of operations. Part of the work surrounding governance includes putting the responsibility for the work in the right place. Further, the Board noted that it is important to equip those people with the tools to succeed with the responsibility. The Board of Trustees discussed outside readings that could aid in shaping its understanding of this project.

It was suggested that if the group can clarify its goals for this project, it might be good to discuss with the Ministry Council at the November joint retreat, to establish what the Ministry Council needs and what it can do. The Board of Trustees plans to ask for the help of the Ministry Council, as its members work with committees and programs.

Once the functions of each group, such as minister, board, and personnel are defined, the working group thinks that it can define who has responsibilities and who makes the decisions. The group discussed its need to work through several hypos to understand where functions lie.

Working group on Goal #2: Personnel/HR Governance goal

Reverend Hilary Landau Krivchenia reported that she is establishing a consulting agreement with an expert in setting up personnel records in a congregational setting, where there are tiers of confidential documents. Some of this is set already regarding, for example, payroll. Other policies and processes are still in development. Reverend Krivchenia reminded the members of the Board that the personnel committee was created just a few years before she arrived. So, the committee is relatively new and the sense of direction for the committee needs to be clarified; this is challenging, because of committee member turnover and the level of work asked of the committee. Further, there is a question of whether some of the decision-making of personnel

should instead be the responsibility of the committee or the staff. The group is working to determine how to make this clearer.

In general, among congregations, there is a mix of opinion whether it is better to have the Board of Trustees or the minister hold primary responsibility for the hiring and firing of staff. There was a discussion of the professional organizations that exist within the UUA to provide support for staff.

New Business - Stewardship method for 2014-15 discussion

The Board ahead in the scheduled agenda to this topic, as Beth Ligouri needed to leave early. Ligouri noted that there is no plan for stewardship in place right now. Further, she noted that the plan is to go to the congregation in January. The Board of Trustees discussed the differences between the budgeting process of the treasurer and the role of stewardship coordinator. This year the Controller and Congregational Administrator, Laurie Lantz will work on the budget. Stewardship is separate from the process of creating the budget.

The person leading stewardship should offer some vision to manage a fundraising campaign. A group comprised of some members of the Board and some members from the Ministry Council prioritized the budget numbers for 2014-2015. Beth Ligouri suggested that once again Ministry Council use a zero sum approach and consider what they want to spend next year – not what was budgeted for 2014-2015.

The Board of Trustees discussed an overall plan for what stewardship should be and how to engage each congregant to give and to stretch to feel that they are a stakeholder at Countryside Church Unitarian Universalist, so that CCUU can continue to grow and to flourish.

Mike Gilley described some of the concepts he learned at a Stewardship workshop put on by former UUA Moderator Gini Courter at CCUU for the Central Midwest District congregations. Gini referred to 3 types of people in our congregations: Consumers, Shareholders, and Investors. Consumers “purchase” experiences like religious education for their kids. Shareholders pay what they think their share of running the institution costs. And Investors give most generously to ensure the future of the institution. The objective is to move people towards being Investors. Gini described during the workshop that this takes a culture shift and an attitude difference: community building vs. fundraising. Mike Gilley also said that he’d provide copies of his notes from the workshop to the Board.

Beth Ligouri left the meeting.

New Business

Safety Committee – status update/request report

John Conneely reported on the Safety Committee meeting. Two issues were raised. First, there is a concern for what to do regarding weather-related issues. The Committee will consider this and

make a recommendation to the Board. Second, Conneely reported that some members of the committee believe that Countryside Church Unitarian Universalist should remove the “no guns” signs. Some discussion followed regarding the consequences of posting or removing the signs. The Board of Trustees will consider this and discuss this further at another meeting.

Retreat with Ministry Council on November 15, 2014 – What we want to provide and get out of the meeting

Sheryl Skifstad led the discussion surrounding the creation of an agenda for the MC retreat. The Ministry Council will meet Saturday from 9-10:30. At 10:30 a.m. the members of the Board of Trustees will join the Ministry Council. Anticipated goals would be to validate what the Ministry Council wants to bring to the Board of trustees and getting Board feedback on what Ministry Council should expand to cover. Further, the joint meeting is to open a dialogue on these issues. The meeting will include a brief presentation from the Ministry Council on what the committees are and what they do, so the Ministry Council and Board are on common ground for discussion. Further, the Ministry Council asks the Board for clarification in the Ministry Council’s role in creating policy. Finally, the Board discussed the need for the Ministry Council to work to create the budget to allow others to create the budget for 2015-2016.

Wrap up

The Board members reviewed all Action items from the meeting.

Closing Reading and Process Check-out

Following the closing reading, the Board of Trustees implemented its process check-out for the benefit of the Trustees.

Adjournment

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

The Board of Trustees meeting adjourned at 9:52 p.m.

The next scheduled meeting of the Board of Trustees is Wednesday, November 19, 2014, at 7:00 p.m. at Countryside Church Unitarian Universalist.

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