



4980 Gordon Ave N.W. Cedar Rapids, IA 52405 | www.peoplesuu.org | 319.362.9827

PCUU Board of Trustees Monthly Meeting Minutes

September 27, 2017

Called to order at 6:15 PM.

Present: Robyn Miessler-Kubaneck, President; Kathleen Mavity, Vice-President, Kathy Juba, Secretary; Scott Mansfield; Geoff Johnson; Mike Meshak; David Wise, DRE; Rev. Rebecca Hinds

Absent: Gary McGraw, Treasurer (Written report shared.)

Chalice Lit : Rebecca lit the chalice as a symbol of our faith.

Reflection Robyn asked Board members to reflect on what policy considerations might differ between a faith community and other organizations. Board members' responses emphasized communicating the need for a specific policy and separating the purpose of the policy and the procedure for meeting it.

I. Regular Agenda items:

August Minutes:

Motion made: Scott M.; Second: Geoff. Approved as presented.

Treasurer's Report: Reviewed. In regard to the recent large contribution to the church, Rev. Rebecca has talked with the donor who wants the money used first to meet their pledge obligations for this year and next year. Beyond that, she would love the remainder be used for the sanctuary but also, very politely, "whatever would be useful." At this point, the board wants to go on record as extremely grateful to have the money but doesn't have a specific plan for its use, except in some way for the "Sanctuary Revitalization Project."

Scott asked about our pledge update: Robyn reported that as of Mon., 9/25/17, 75 pledge unit responses had been received out of 112 contacted (67%). Those responses resulted in \$128,601 pledged of \$166,074 goal (77%).

II. Nursery Proposal

The nursery will reopen Oct. 8.

David (DRE) presented a Nursery Improvement Proposal for \$6,176 for painting, lighting, and flooring improvements. Rebecca moved to accept the proposal, Kathleen seconded. Robyn stated that the Finance Committee will decide exactly which budget category the money will come from. Approved as submitted.



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III. Church Policy Initiative

Robyn explained that before working on updating our current policies, the Board needs to develop a Policy on Policies. Robyn shared two documents “10 things to consider when creating policies (<http://www.techrepublic.com/blog/10-things/10-things-to-consider-when-creating-policies/>) and “Creating Good Policy (<http://wsa.wales/our-services/creating-good-governance/policy-resource-templates/creating-good-policy>).

Board members shared what he or she thought should be included in our policy on policies. Ideas that were shared include the following:

- Geoff J: Who determines policy and how they are created or changed
- Mike M: Who approves specific policies? When does the policy go into effect?
- Scott M: How does the policy match our mission statement? Why do we need the policy?
- Kathy J: Who is required to do the policy? Who will enforce the policy?
- Rebecca H: Who writes the policy, e.g. The process from beginning to end? How are they approved?
- Kathleen M: Have a clear listing of the criteria for what is “policy worthy”? What is the outcome of the policy w/o getting caught up with the “how's.”
- RMK: What situations require a policy? What kinds of criteria will we be looking at for degrees of importance? Can we list limits that are not dollars or time?

Brainstormed examples of situations that require policies:

- Safety: 1. Emergency preparedness (fire, armed intruder), 2. Protecting our young people. 3. General safety of our congregation (e.g. Disruptive Person Policy) 4. Building Safety
- Financial Policy: gift acceptance (e.g. Furniture, painting, money(designated and undesignated), spending, fundraising.
- Staff: E.g. Do we hire members? Children of members? Etc. (boundaries)
- Membership:
- Legal Requirements:
- Alcohol policy:
- Committee structure: how are they constituted? How is leadership chosen? Term limits?

Robyn has a goal of having a draft of a policy on policies by the end of 2017. Kathleen will research to find an example of a policy on policies.



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IV. BoT Book Club

Robyn passed out copies of the book Leading Change in the Congregations: Spiritual and Organizational Tools for Leaders by Gilbert Rendle to each of the Board members and explained that in the coming months members of the Board would be reading and discussing the contents of the book. She explained that the author addresses adaptive vs. technical change and how to go through culture change.

Robyn's expectation is that Board members will read a chapter a month and then discuss it at Board meetings. This exercise will give Board members a common knowledge base for talking about change. Because there are 7 chapters, Rebecca recommended that each person lead the discussion for one month. Rebecca will start with Chapter 1 next month. Kathleen wants to do Chapter 6.

V. Other Updates

Music Endowment with Greater Cedar Rapids Foundation: Rebecca would like to celebrate this, possibly by having a Music Sunday in the spring.

Gift from church members: (See Treasurer's report above.)

Social Justice Council banner The SJ Committee wants to create a banner to display at events. On the face of the banner will be "Love is the Spirit of this Church" with a chalice, the church's website and Facebook page.

Mission Team needs The Mission Team is working through the process for crafting our church's mission statement. The team wants to emphasize the need to for people to participate in forums on Oct 8 and Oct. 12. People should choose to attend one of the two. This is a new conversation. There will be a meeting for lay leaders and committee chairs. Thurs. Oct. 26 at 7:30. After that, leaders will take the vision out to their teams in Nov. to discuss.

Window Team: Robyn distributed a summary document/email from Jim Federer.

Next board meeting: Sunday, Oct. 22 at 12:30. (Note change of day and time.)

Adjourned: Motion made by Scott Mansfield Passed. 8:28 PM

Respectfully submitted,
Kathy Juba
Secretary