



## PCUU Board of Trustees Monthly Business Meeting Minutes

July 19, 2015

**Meeting Called to order at 12:50 pmDRAFT**

**Present:** Geoff Johnson, Vice President; Kylene Loughrey, Board Secretary; Gary McGraw, Treasurer; Lance Maynard; Kathleen Watson; Robyn Miessler-Kubanek; Jamie Zaruba, CRE; and visiting Joyce Nielsen

**Absent:** Rev. Jeff Briere; Bryan Davis, President

**I. One Good Minute** - We had a moment of silence.

**II. Minutes from previous meeting**

- a. May Board Minutes reviewed. Kathleen motioned and Robyn 2nd. Passed
- b. May Congregational Minutes reviewed. Robyn Motioned and Lance 2nd. Passed
- c. June No minutes as there was not board meeting.

**III. Reports: Minister, Administrator, Treasurer**

- a. **Minister:** No report Rev Jeff gone.
- b. **Administrator:** Questions from board members on topics in the report. (Sidewalk repair letter from city/ Creating year long calendar of events/Meeting our Fellow Iowa City UU's). Requested to defer to next board meeting. Kylene motioned Lance 2nd. Passed
- c. **Treasurer** Gary McGraw presented the financial report, noting that our income is lower than expected for the time of year. Pledge statements will be going out this week, which should remind members to catch up on their payments. Lance inquired the cost on stained glass storage, Gary to find out. Discussed a Pledge pay option ½ auto and ½ check. Report reviewed. Kylene Motioned to approve report. Kathleen 2nd. Passed
- d. **CRE:** Reviewed the first report submitted by Peoples' new Coordinator of Religious Education, Jamie Zaruba. We discussed some of Jamie's questions about reporting and duties as he begins his new position. We agreed to pass these on to the Chair of the Religious Education Council. Robyn motioned to approve report and Kathleen 2nd. Passed.

**IV. New Business**

**Renewal of Rev Jeff Briere's Contract**

We approved signing the contract for Jeff Briere to serve the second in his two-year interim ministry. Board Vice President Geoff Johnson will sign in Bryan Davis' absence, with the approval of the Board. Robyn motioned to approve contract contingent on total cost in section 2.4 from treasure Gary McGraw. Kathleen 2nd Passed

**Setting Special Congregation Meeting Dates.**



The dates for two upcoming Special Congregation Meetings. September 27 will be the meeting to vote for the Ministerial Search Committee members. December 6 will be the annual budget meeting, along with any other business we want to address at the time. Both meetings will take place in the Sanctuary after the Sunday service. All agreed on dates.

**Identifying stickers for nametags - Deb Maynard**

Deborah Maynard submitted a proposal for name tag stickers identifying members of some groups in the church, including (but not limited to) the Board of Trustees, CUUPS, and the Social Justice Council. She intends these removable stickers to help members and visitors identify group participants as a way to encourage questions and connections. The Board approved the project to move forward for a test period of 6 months. Robyn motioned to approve and Kathleen 2nd Passed

**Coupon Fundraiser - Geoff Johnson**

Geoff Johnson will move forward with a fundraising project to sell HyVee coupon books. Minimum purchase is 25 books for \$2.00 each and sell for \$10.00. Good at Cedar Rapids and Marion Hy Vee. Expire Dec 31st 2015. Total investment would be \$50.00. Kathleen motioned to try this and Lance 2nd. Passed.

**Handicapped Direction Signage Requested by Kathleen**

Visitors were having troubles finding handicap accessibility to building. Kathleen offered her husband Joseph W to produce signage for this. She asked if board would approve reimbursement for supplies. Proposal was discussed. Robyn Motioned to have Joseph W produce said signs up to \$50.00 limit if over said cost he will request additional board approval before making. Kylee 2nd Passed.

**Items deferred to next board business meeting in Aug.**

- 1) Discuss Paying unemployment compensation. Need additional information. Thoughts were from either Susan Elliott Bryan or Paul Hess on cost.
- 2) Discuss our 1st Board Covenant Draft – **From May board minutes ( Board’s Covenant was discussed regard to it being our rules of right relations as board members. It should include participation, be transparent, on time, and be used as guidelines.)**

**V. Meeting Adjourned at 3:00 pm**