



PCUU Board of Trustees Monthly Meeting Minutes

April 17, 2015 @ 12:30 PM

Present: Rev. Jeff Briere; Bryan Davis, President; Geoff Johnson, Vice President; Robyn Miessler-Kubaneck, Kathleen Watson, and Gary McGraw, Treasurer

Absent: Kylene Loughrey, Lance Maynard

Also Present: Kathy Juba, Jamie Zaruba

I. One good minute.

II. Developmental Minister (DM) Recruiting Report; Kathy Juba & Geoff Johnson

Update: No candidates received yet though Keith Kron with UUA transitions office has indicated there is interest. Best case scenario, we will soon have two names to consider; possibly will receive candidate information by Monday.

Plan B: In event we don't receive any DM candidates, what are next steps? Application deadline to participate in interim minister process is April 30, and candidate information will be available to congregations early in May. Most information needed for interim minister application already collected for DM application, but would need to be tweaked. Also, most current DM search committee members are willing to serve on interim minister search committee though may want to add members to replace lost representation.

Discussed financial concerns and DM goals for longer than anticipated transition period. Also should have fallback plan ready in order to address questions/concerns from potential candidates. For second interim minister, options include pulling more money from reserves or endowment and proposing a reduced salary package. For DM candidates, may be willing to increase endowment disbursement for the short term, which would sacrifice some short term growth potential but still leave the principal intact.

Possible to leave minister position open for a year which would require planning and coordination to start soon. Rev. Briere suggested also considering a Contract Minister (CM). A CM would not approach ministry in the same way as an interim minister, for example not leading congregation through 5 Tough Tasks, which we have already done. CM would function as a "regular" minister though with PCUU having more flexibility in hiring and tenure.



All present agreed Peoples needs to work toward developmental goals rather than holding steady, so decision should allow us to pursue these goals while also addressing short-term needs. CM may provide the most flexible option, and could be a way to create a transformative ministry to create a new, viable church.

Robyn moved to apply for second interim or contract minister to begin in August 2016 as a contingency in case we do not hire a Developmental Minister. Geoff 2nd. Motion approved.

Board agreed to submit an application for a contract minister as well as interim minister, since the application deadline is coming up quickly. The DM search committee will create the application for the interim/contract ministry based on DM application.

III. Minutes & Staff Reports

March meeting minutes: Robyn moved to approve as submitted; Geoff 2nd. Approved.

Minister Report: Nothing to report. No questions.

CRE Report: Would like to create a position to start this fall for a small number of hours per week, perhaps 5. The position would function as event coordinator and help with fundraising. Jamie will produce a draft job description for further consideration.

Would also like to do a small fair-like community event, called “block party” in the budget. This has potential for a larger fundraising return. We discussed hours needed for planning such events, the need for strong volunteer support, and flexing hours to remain within salary budget.

Administrator Report: No additional questions. Board members appreciate seeing complete details for two months of reports. Rev. Briere will suggest a shorter summary going forward.

Kathleen moved to accept staff reports; Geoff 2nd. Approved.

IV. Finance Report; Gary McGraw

1st quarter balance overall good, in part due to \$18K deferred income transferred into regular income during March. Deferred income consists of pledge payments for 2016 that were received in 2015, which are held aside during year-end bookkeeping process.

Gary will produce an offer for the interim ministry application. Options and numbers discussed; Rev. Briere suggested building increases into contract based on years of service and progress on DM goals.



Robyn moved to approve finance report; Geoff 2nd. Approved.

V. Cross Window Replacement; Bryan Davis

Currently gathering estimates on replacing the cross window in the east wall of the sanctuary due to damage in and repairs needed for the exterior wall. This will require a capital campaign. Updates to come.

VI. Pledge Campaign Planning; Bryan Davis

Plans progressing on upcoming pledge campaign. Will be holding at least two “Miracle” Sundays, which are opportunities for members/friends to receive and return pledge cards on the same day. Would like to have activities for children and adults on those days. Updates to come.

VII. Suggestion/Comment Bulletin Board; Kathleen Watson

New bulletin board now hung on the wall in the Ely Room. Kathleen will begin seeding it with comments. Rev. Briere will announce it in church, Kathleen will put announcement in Voice, and we will talk about it in the May meeting.

VIII. Website Conversion; Robyn Miessler-Kubanek

WordPress website conversion is moving along, but our contract with current hosting company is up for renewal at end of June. We will be ending our current contract and moving to another hosting company, probably GoDaddy, which will reduce our monthly hosting costs. Robyn will pursue the changeover and asked for assistance with user testing for new site. Updates to come.

IX. Administrator’s Holiday Hour Accrual Policy Change Request; Bryan Davis

Bryan Davis, Susan Elliott-Bryan, and Rev. Briere met to discuss request from Pam to increase her holiday hour accrual. They recommend no change in policy. Rev. Briere will inform her of decision.

Robyn moved to adjourn. Adjourned at 2:39 PM.

Submitted by Robyn Miessler-Kubanek