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## PCUU Board of Trustees Monthly Meeting Minutes April 25, 2018

President Robyn Miessler-Kubaneck called the meeting to order at 6:18 PM.

**Present:** Robyn Miessler-Kubaneck, President; Kathleen Mavity, Vice-President; Kathy Juba, Secretary; Scott Mansfield; Geoff Johnson; Mike Meshak; Rev. Rebecca Hinds. (Board candidate Jude Johnson was also in attendance.)

**Absent:** Gary McGraw, Treasurer (Written report submitted.)

**Chalice Lit:** Rev. Rebecca lit a candle, acknowledging life's joys and sorrows. Rebecca mentioned that David Wise's mother-in-law died this morning. The Board expressed sympathy to David and his family.

**Reflection:** Members of the Board were assigned to read the seventh chapter of Gilbert Rendle's Leading Change in the Congregation: Spiritual and Organizational Tools for Leaders. Robyn led a reflection of the chapter titled: A Postscript for the Faith Community: Behavior Appropriate to a Congregation. The Board's "take away" from this chapter was that the Covenant of Right Relations needs to be reviewed periodically so it stays in people's minds. People need to practice healthy communication which includes expressing questions or concerns directly to the people we have questions or concerns about rather than through third parties. Our job as leaders is to model this kind of direct communication.

### I. Regular Agenda items:

#### March Board business meeting minutes:

Approved: Scott      Second: Geoff      Passed.

Treasurer's Report: Reviewed. The following is Gary's summary for the previous month:

- First Quarter income and expense: Jan-Mar income is \$54,988 including prepaid pledges, endowment disbursement and fundraising events. Jan-Mar expenses are \$46,759.
- The GCRCF Friends Fund received two (2) sizeable donations bringing the total to \$31,416.
- We have begun a practice of purchasing laddered CDs. PCUU now has \$40,000 invested equally in four (4) CD's at 6, 12, 18, and 24 months.
- The team made a provisional policy recommendation of keeping six months of church expenses in short term investments.
- Judy Price led a discussion on the Sanctuary Design estimate, specifically on the financial feasibility of 2 options (Rose vs. Compound Rose in chancel).

There are 2 other projects, the exterior sanctuary wall repair and energy efficiency/solar project, which need to be considered in terms of finance and fundraising.

From a financial standpoint, the smaller project (Rose window only) is a better fit with our current renovation reserves (~\$50k) plus what would need to be raised with a capital campaign. We would like have the capital campaign "pay back" reserve funds spent.



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The money we have available for church renovations could be used to initiate the project and a construction loan would allow us to begin construction and not wait for the capital campaign to be complete.

## **II. Windows & Aesthetics Teams Update**

Judy Price reported on the current status of the Windows and Aesthetics Teams' work and their proposal for work on the rose and star windows. The teams are asking for the Board's approval to move ahead on the project. The church will need to hold a capital campaign for this project because the current estimate for only the interior work is for \$37,000. Additional funding will be needed to cover outside work on the cross window plus we need to have \$90K in reserve to cover the church's "emergency fund" for operating expenses.

The Board shared that the budget for the project on first pass looked reasonable. Members will continue to consider it and vote on it at the May Board meeting.

Board members noted that it has been awhile since we have done a capital campaign. To the best that people could remember, the last capital campaign was in the old church for the walls and the parking lot. Under policy governance, Rebecca would assemble the team.

Judy shared that the teams have gone to an incredible amount of work. If anyone is interested in considering adding additional windows to the project, another team would need to be assembled. Also, it must be noted that the team looked at how a complex rose window would "fit" in the space at the front of the church and the sanctuary as a whole and concluded that aesthetically it would be too large for the space.

## **III. OWL Policy Review**

Rebecca presented a new OWL policy that Acting DRE David Wise and Rev. Rebecca authored. It includes guidelines for who can be teachers and the environment in which the classes are taught. The Board discussed the role of the board and how this review process fits within a policy governance framework.

## **IV. Mission in Action Workshop Update**

In a continuing effort on the governance goal of the Developmental Ministry, the Board participated in a Mission activity focused on the "nested bowl" concept for values, mission, and end statements.

The next Mission in Action workshop will be held Sat., June 9 from 10-2. Currently the planning team is David and Robyn Miessler-Kubanek, Rev. Rebecca, and Kathleen Mavity. Others will be asked to join.



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**V. Developmental Ministry Update**

Tabled until next Board meeting.

**IV. Updates**

A. Staff Reports: Reviewed.

B. Outside of cross window wall: Scott Gay reported to Robyn that there is nothing new to share. There will be an update at the May 16 Board meeting.

C. Nominating Committee: Kathleen has agreed to run for president, Mike Meshak for president-elect, Jude and David MK for open Board seats, as well as Kathy Juba running for a second term on the Board.

The Nominating Team for next year will be Barb Gay, Geoff Johnson, Robyn MK, and Lu Wilcox. The congregation will need to vote on accepting the members of this team at the annual meeting.

D. Parking lot: Mike Meshak continues to get more details. Mike will have more time to address this this summer.

E. May Board meeting: May 16.

F. Congregational Meeting: Sunday, May 20 after service. It will be a potluck. Robyn and Kathleen with possible assistance from Rebecca and David MK will set up tables. Kathy Juba will set up the kitchen part. A home church group has agreed to do the clean up

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

Respectfully submitted,

Kathy Juba

Secretary