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PCUU Board of Trustees Monthly Meeting Minutes January 6, 2019

Kathleen Mavity, President, called the meeting to order at 6:17 PM.

Present: Kathleen Mavity, President; David MK and Kathy Juba, Co-Secretaries; Geoff Johnson; Jude Johnson; Mike Meshak; Rev. Rebecca Hinds; Gary McGraw, Treasurer, DFF David Wise.

Board secretary for this meeting: Kathy J.

Chalice Lit: Rebecca: on blessings.

I. Professional development video from Unity Consulting :

<https://www.youtube.com/watch?v=yNCbN0M7e>: Transitioning into Policy Based Governance

- Main takeaways:
 - Mike: Transitioning into policy based governance is a long term process. Ends can be rewritten during the 5 year process.
 - Gary: The question of how to get new leadership up to speed is a big question in this multi-year process.
 - Kathleen: Hopes that at the retreat in March that Laura will help us write job descriptions for Board members.
 - After the Feb. meeting, the Board will be reading Chap 4 of Getting Started in Policy Governance by Caroline Oliver.

II. Regular Agenda items:

December Board business meeting minutes:

Corrections: Change November to December for date of the meeting. Add that Cathy Fisher was also given a Christmas bonus. Motion to accept as corrected: Kathy/Mike. Passed.

Treasurer's Report: Gary reported:

- Cash balance is good.
- There is about \$7k to cover 2019 operating deficit without tapping emergency funds.
- Endowment balances have continued to take a hit due to downturn in markets.
- Expenses were normal in November but income was lower (not surprising given surge in October).
- Gary projected that the year will end close to the projected deficit.
- We have received a \$100k donation to the GCRCF Friends Fund from Dick & Ann Woodward. This will have a significant impact starting in 2020. Kathy will send a thank you card to Ann & Dick from the Board.



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· First meeting for the strategic finance task force being led by Rich Patterson will be January 8. The purpose of this task force is to figure how to put us on a more stable long-term fiscal condition.

III. Budget item: Life and Long-term Disability Insurance for staff

Life and long-term disability insurance will cost \$300 per person for Christine and David. (It is already being provided to Rev. Rebecca.)

Gary said the budget includes the funding for it. Rev. Rebecca will follow through in getting these provided for Christine and David.

IV. Staff Reports

Director of Faith Formation (DRE): Reviewed.

Minister: Reviewed.

Going forward with the facility and grounds issues, the task force will research possibilities and present a prioritized list of projects to the Board who would then take the possible options to the congregation.

Jan. 22 is the start date for the West African Christian congregation to start using our building on Sunday afternoons.

Operations Coordinator: N/A due to vacancy.

V. Extra stuff

- May Congregational meeting; May 19, 2019.
- March 1 & 2 Unity Consulting workshop. March Board meeting March 10.
- Rebecca reported that she is looking for backup for her family leave in May. 2 other ministers can't do it because of their own medical issues. Kathleen wondered if a non UU person, maybe someone from the Interfaith council, would be available. Rebecca will talk to paraministers. Kathleen suggested putting notices in Voice and eBlast and on FB asking for reactions to non UU person.
- Mike: on Facilities Task Force: what is expected of the committee? Rebecca and Kathleen asked for the list of priorities by the congregational meeting in May if possible.

VI. REMINDERS

- Next Meeting: Feb.3 @ 6:15



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Adjourned: Motion made by David. Passed. 8:57 PM.

Respectfully submitted,

Kathy Juba

Co-Secretary