



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

Minutes December Board Meeting

December 17, 2020

Called to order at 6:58 PM

Present via Zoom: Marion Patterson (President), Sue Davis, Charlie Cizio, Gary McGraw, Erin Ogle, Marta Hershner, David Wise, Rev. Rebecca Hinds, Kris Davis.

Pre-Agenda Item: Kris Davis volunteered to fill vacant position on the board for 17 months. Board approved unanimously and Kris was admitted to the meeting.

Chalice Reading by Charlie, topic was stillness

Approval of minutes from November's Board meeting as well as notes from the Congregational Meeting on December 6th

- Sue moved to accept; Marta seconded; voted to accept
- Erin moved to accept; Kris seconded; accepted by the Board

Regular Business

I. Staff Reports

- Faith Formation:
 - Holiday program was a success
 - Problems with internet continue to pop up
- Operations Coordinator:
 - There are plumbing issues in both the men's and women's restrooms downstairs. Quotes are being obtained for new fixtures as well as a new water heater.
- Minister's Report:
 - Signed Home Repair bid to fix siding and portico
 - Purchased an FM Radio antenna for holiday gatherings in the parking lot
- Treasurer's Report:
 - Surplus of funds anticipated at year's end
 - Some items shuffled in the budget to appropriate places. For example, the photovoltaic project was split off from the building repair fund

II. Agenda Items

- Review of section 4.7 of the bylaws, (Compensation and Budget): Rev. Rebecca shared an example of a staff job description as well as documentation used to explain the benefits offered to prospective



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employees. A checklist was recently created to ensure that no aspects of compensation or benefits were overlooked.

- There was discussion around 4.7.1 and it was agreed that Gary, on behalf of the Board, would inform of the bookkeeper of raises for staff (including Rev. Rebecca) in compliance with this policy.
- Finalization of Attendance Policy – presented by Marion, moved to accept by Sue, seconded by Erin. Board voted to approve its addition to the policy manual in section 2.1.3

III. Other Business for the Good of the Church

- At Marion's suggestion, Rev. Rebecca went over two points of How to Think Like a Board Member
 - When in Doubt, Slow Down; a good reminder that doing the work to be a good leader takes time
 - Engage in Personal spiritual daily practice
- Board members shared memories of the past year or of the season

Chalice Extinguished by Charlie

Meeting adjourned at 8:00 PM; moved by Marta, seconded by Kris

Next Board Meeting scheduled Thursday January 28, 2020 at 7:00 PM