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## **Minutes October Board Meeting**

October 22, 2020

**Called to order** at 7:01 PM

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

**Absent:** Danny Booth

**Chalice Lit** by Sue; October theme is Deep Listening

### **Approval of minutes from September meeting**

- Marta moved to accept, Sue seconded, vote passed

### **Regular Business**

#### **I. Staff Reports**

- Faith Formation: attendance was up during the 2<sup>nd</sup> week
- Operations Coordinator: the funds provided by PCUU's insurance company for derecho related damage fall short of covering the full amount of damage. There are a number of items for which estimates have not yet been obtained
- Minister's Report: Shelley Turner, Turner Marketing Consulting LLC, has been hired to re-design the PCUU website
- Treasurer's Report: The check from Church Mutual was deposited

#### **II. Agenda Items**

- Board discussed audit options presented by Ann Koppenhaver at the September meeting. The finance committee is in favor of having a review of 'Agreed on Procedures' which was estimated to cost between \$1500-2000. As per treasurer, Gary McGraw, the point is review monthly expenses and tighten for efficiency. Erin moved to proceed with that type of audit and Marta seconded. The board approved and agreed to continue working with Ann as her schedule allows
- Review of Minister limitations policy (section 4.1 in the bylaws). Rev Rebecca shared her interpretations of the policy sections and distributed the Safety Policy which will be posted on the website at some point. Discussion centered around training and preparation for staff and folks in the church who might have to deal with threats to people or property. Suggestions were made to have step-by-step



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guidelines posted as well as contact numbers, perhaps those of board members.

- December Congregational Meeting Agenda: includes budget, social justice action items, presentation of the developmental survey plan. There was brief mention of the special meeting on November 15 regarding the articles of incorporation.
- Preliminary report from the Developmental Ministry Evaluation Team. Sue reported that the group is meeting weekly, they will have questions ready to present in December and plan to distribute the survey in January 2021 with follow up personal interviews after February and presentation of the final report in May

**Opening of Special Discussion within Meeting:** Moved by Erin, 2<sup>nd</sup> by Sue at 8:23 PM. Rev. Rebecca and David excused.

**III. Budget Proposal for 2021**

- Gary shared the proposed budget for 2021 showing an increased need for funds to the office due to having services online, saving for a ministerial search, and continuing to search for a music director. It was suggested that a line item be added for piano tuning and music acquisition. The cost of the agreed upon procedures review could be removed from the budget.
- The board discussed and agreed on raises for Rev. Rebecca, David Wise, and Christine Kullander.

**Resumed Regular Meeting at 8:43:** Moved by Sue and seconded by Charlie

**IV. Other Business for the Good of the Church**

- November board meeting will be Nov. 19 and the December meeting on Dec. 17th

**Chalice Extinguished** by Sue

**Meeting adjourned** at 8:45 PM