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**Board of Trustees meeting**

**Wednesday March 22, 2023**

**Hybrid Meeting**

**Present:** *In Person*: Steve Hershner, President; David Wise, Interim Minister; *Zoom*: Kris Davis, Acting as Secretary; Cate Sheller; Lu Wilcox; Gary McGraw, Treasurer

1. **Call to Order:** President Steve Hershner called the meeting to order at 7:05 pm
2. **Lighting of the Chalice, Reading:**  Steve Hershner
3. **Ministerial Search Update:** Robyn Miessler-Kubanek, Search Chair, reported that two pre-candidates have been chosen. The Search Committee will rank them Saturday and submit to the UUA Monday. The committee will know by around next Wednesday if we matched with one of the pre-candidates. The UUA can facilitate the process to encourage a match. If there has been a match, the Search Committee will extend an offer by Thursday. Candidating Week is in late April-early May, with a congregational vote on the second Sunday.
4. **Approve Board minutes (February 2023):** approved as submitted on a motion by Sue, second by Cate.
5. **Staff Reports:** Pastor David reviewed highlights.
   1. **Faith Formation:** Hiring nursery workers.
   2. **Operations Coordinator:** Christine is looking for someone who can convert the nursery door to a Dutch door for security purposes.
   3. **Minister:** Pastor David and Ryan R-K are going to a minister’s conference May 15-19.

Apparently, a group met around about 10-15 years ago and completed documents for their funeral wishes, to be kept in the church. An extensive search of files failed to produce these documents so they will need to be re-done.

1. **Treasurer Report:**  Gary commented on highlights of reports. He will reconcile some differences in account numbers used for music. Expenses for the Search are modest so far, but a candidating visit and minister’s moving expenses will use more of the funds.
2. **New Policies:**
   1. Kris drafted policies on *Endorsement of Ministers and Ministerial Candidates*, and *Ordination* and sent to the Board for comment. Lu suggested that we solicit input from the congregation before finalizing these policies. David will do this by an announcement from the pulpit in early April and in the Voice. Lu is also making some edits and will submit the final policies. David will do more review on the *Ordination* Policy.
   2. David met with Christine, Kathy Juba, and Joye Winey about a *Funeral policy*. The church will provide and serve cookies and drinks for funerals of Members. Additional food will be provided by caterers at the family’s expense. For funerals of non-members, there will be a charge of $200 for use of the Andre Room, cookies and beverages. Ministerial honorarium and caterers’ fees will be additions. Table decorations are still being discussed.
3. **Annual Meeting Preparation:** The Annual Meeting is May 21. The postcard notice will go out April 28 and the email notice May 5.
4. **Monthly Policy Review:** Policy on Asset Protection was reviewed and reported by Pastor David as in compliance.
5. **Other Business:** Lu reported for the Nominating Committee. Board bios are needed for current Board members who will be on the ballot, needed by May 5.
6. **Next Meeting: April 26 7 pm**
7. **Extinguish Chalice and Closing Words:**  Steve
8. **Adjourn:** The meeting was adjourned at 8:24 pm. X moved, and X seconded.