



PEOPLES CHURCH
UNITARIAN UNIVERSALIST

4980 Gordon Ave NW Cedar Rapids IA 52405 • www.peoplesuu.org • 319 362-9827

Board of Trustees meeting

Thursday, August 22, 2023, 7 pm, Ely Room

Attendees: Steve Hershner, Board President; Kris Davis, Marcy Mattison, Secretary, Gary McGraw, Treasurer; Rev. Carin Bringelson; attending by Zoom: Sue Davis, Cate Sheller, Lu Wilcox.

Call to Order: Steve called the meeting to order at 7 pm.

1. **Lighting of the Chalice, Reading:** Carin opened with “Bless the Imperfect,” from *Meditations for Congregational Leaders*.
2. **Board check-ins**
3. **Thoughts on the new shared ministry at Peoples:** we are reminded to find the joy in being part of a congregation; after a long period of search, we see a new beginning and welcome.
4. **Approval of July Board minutes:** Approved with recorded changes as submitted on a motion by Kris, second by Lu, approved by unanimous voice vote (UVV).
5. **Board Training Resources:** We will be reading *Congregational Board Member Training*, from the UUA. For August, *Call of Duty: Governance Basics* discussion (the first of 12 chapters to be reviewed monthly. Syllabus [here](#).
 - a. Re-examination of Board foundation,
 - b. Opportunity to refocus, update, plan as a group
 - c. Clarify/adjust to evolving needs and challenges
6. **Staff Reports:** Rev. Carin summarized and reviewed the following reports:
 - a. **Faith Formation:**
 - Hiring a Director of Faith Formation remains a priority.
 - Ryan will draft lesson plans for FF for September based on *Soul Matters* materials and the theme of Welcoming (see “Old Business)
 - b. **Operations Coordinator:** Christine will be returning September 5! Leinana will be done this week and is taking the last week of August for her honeymoon. Volunteers are in place to cover essentials. She did a wonderful job, but we’re happy to welcome Christine back to the helm.
 - c. **Minister:**
 - **Installation date changed to Saturday, April 27;** the previous April 13 date conflicts with an all-UU event.
 - **Forums:** Large draw in the past was a significant element in membership. Who’s in charge of the Forums? We discussed, but took no action on:
 - i. **Gather a team** to explore interest level, topics.
 - ii. **Topics:** bring joy and fun into gatherings – varied topics to meet new needs.

iii. **Time:** Possibly schedule *after* service as part of coffee hour?

- **Ends Statements:** previously set as a template for the Minister's report; Rev. Carin prefers to use existing assessment requirements as her format: any opinions among Board? Integrate ends statements into minister's Report.
- There is a *lot* of **lay leadership** at Peoples Church! How do we generate a leadership structure that will be self-sustaining and maintain church vitality, to avoid burning out volunteers? Identify areas of need, e.g.: a music director, or membership coordinator.

7. Treasurer's Report:

- a. Expenses are generally on track relative to the budget.
- b. Our income for the year to date is good and We continue to have good cash reserves.
- c. Big question marks for rest of this year are staff costs (raises, benefits, hiring).
- d. The Music Director expense was to be covered by Chalice Lighters Grant, which was used as Ryan fulfilled that need while FF director, Gary proposed moving the funds to Operations until needed; in the interim we recommended that the Finance Committee discuss options such as creating a music endowment fund.
- e. 81% of the \$185,000 goal has been reached in the current stewardship drive (72 pledge units)

8. Old Business

- a. The **Youth Co-op** is taking off!
 - A **kickoff event will be held at St. Paul's September 27** from 4-5 pm, including activities and registration.
 - As our contact person, Ryan has agreed to coordinate our Faith Formation parents and volunteers for September and October. Our future FF director will be a co-coordinator as part of the updated job expectation. **Motion:** the Board authorizes paying Ryan compensation for his work with the Co-op on behalf of Peoples Church, and developing FF transition curriculum at the rate of \$20/hr. *Motion: Kris, second: Kris; UVV to approve)*
 - The **Co-op members will attend a Peoples Church service November 12** to learn more about the church and UU beliefs.
 - Co-op expenses are divided proportionately among participating churches.
- b. **Siding quotes:** there is a wide disparity between estimates; because of anticipated major exterior remodeling, do we choose economically for the short-term with the risk of more siding failure, or pay lots more for a couple years of security? Noted that the more expensive company did last repairs, which failed. Environmental factors: trees that blocked the wind were lost in the Derecho, and increasing severity of weather events. Repeated siding failure is not acceptable.
Actions: get a third estimate; check with Grinnell Mutual about coverage, and revisit next month with new information.

9. New Business:

- a. **Ministerial housing allowance:** the Board was asked to specify an amount for the MHA, to continue indefinitely (with an annual review). Rev. Carin asked that the Board approve 100% of her salary to be designated as housing allowance indefinitely until changed by Board vote.
Proposal approved by the Board.
- b. **Ministerial roles:** amid many expectations (preaching all-star, personnel, pastoral care, promotion in the community, prophetic voice, plumber!) Carin asks us to examine our

congregation's needs in determining priorities; we must also consider which roles resonate with her.

10. Quarterly Calendar:

- **August 27: Backpack Blessing**
- **September 10: Water Communion**
- **October 21 Board meeting**
- **October 20-22: Start-up Weekend** with Rev. Phil Lund, Midwest Regional UUA
- **Friday**, 6:30-9:30 pm – evening gathering with congregation
- **Saturday**, 9:30 am - 4 pm – Board session (time for short business meeting to approve first draft of budget, allow for adjustments, review and approval before congregational meeting?)
- **Sunday**, 11 am – Rev. Phil will preach
- **November 16: Board meeting**
- **December 3: Congregational Meeting**
- **December 14: Board meeting**
- **April 27: Installation of our new. Settled Minister** (new date)

11. Extinguish Chalice and Closing Words by Rev. Carin, from “Bless the Imperfect,” from *Meditations for Congregational Leaders*.

12. Adjourn: The meeting was adjourned at 8:52 pm by consensus.

Respectfully submitted by Marcy Mattison, secretary

Related Documents:

- Minutes from July 22, 2023
- Minister's Report, August 22, 2023
- Treasurer's Report (Income/expense report and balance sheet submitted in July)
- [Congregational Board Member Training: Call of Duty](#)