



**PEOPLES CHURCH**  
UNITARIAN UNIVERSALIST

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**Board of Trustees Meeting Minutes**

June 27, 2024

7 p.m. Ely Room and Zoom

1. **Call to Order at 7:02 p.m.** – Board President Robyn Miessler-Kubaneck  
Attending in-person: Robyn, Sue Davis, Bob Butikofer, Marcy Mattison, Secretary; Rev. Carin Bringelson; attending on Zoom: Gary McGraw, Treasurer; Lu Wilcox.  
Absent: Steve Hershner

2. **Lighting of the Chalice** – Rev. Carin

**Board Check-in** on personal experiences with renewal/play

Welcome to new Board President Robyn M-K and Board member Bob B.

3. **Approve Minutes** from June 16, 2024 Board meeting with no changes or additions.  
*Motion by Sue, second by Lu; unanimously approved.*

**June 2024 Annual meeting minutes** will be approved by the Board in July, and distributed to congregation with the December annual meeting materials, and placed on the agenda for a vote to approve. (*This clarifies the approval procedure*)

**New members are included in the minutes this month.** *The New Member procedure is under review for future clarification.*

4. **Reports**

- a. **Minister's report: (see report)**

- Gathering recommendations for **HR advisor** to assist in staffing and provide another set of eyes; Robyn suggested Bonnie Pisarik, as Susan Elliot Bryant isn't available.
- The Board voiced deep **gratitude for Christine's** work and key role in church operations on learning of her resignation, effective November 8, 2024. Plans to mark her departure will be planned.
- Held informative **end-of-year visioning/reflection sessions** with Faith Formations, Worship Associates, the choir, and pastoral care teams (Good Neighbors, and Membership team).

- b. **Treasurer's Report:** all is well; noted that insurance cost increased by 30%; discussion: many churches are unable to find insurance.

5. **Board Training: A Strange Partnership: Governance and Ministry Chapter 11.** Aspirational governance comes in a spectrum of styles, like the congregations. In analyzing our governance and strategy, the Board discussed the varying styles of governing boards and the Unitarian Universalist Association's monthly insights on board leadership. Our board's governance style tends to blend several categories, and is still a work in progress. *The board's role was described as both strategic and policy-focused, with the implementation of policies left to other teams.* Ideally, the Board develops good policy guidance for the congregation. But we trust the teams and the staff to implement them. We are not a managing board, but on occasion, step out to manage. Aspirationally, we're a policy board.

- Gary: the strategy is limited by a lack of focused teams to handle tasks.

- Carin: with my responsibility and accountability and authority, comes leeway in choosing how; my mode is to invite people into partnership and collaboration (such as having a consultant for Human Resources issues).
- The group discussed the importance of engaging in conversations and asking powerful questions to shape the direction of their congregation. The upcoming Annual Work Plan (to be reviewed in August) will include a session on asking powerful questions.
- We have been doing it! Our Listening Sessions asked big questions, gathered information and will be valuable as we plan for our short-term and mid-term future.

## 6. Report from General Assembly:

Sue and Rev. Carin were delegates/participants (with Kathleen Mavity and Jim Federer) at the UU General Assembly. Highlights:

- **Approval** (after a multi-year process) of **new, more inclusive language in Article 2**.
- **Planning a workshop on Core Cohort Groups** at Peoples Church, based one of the workshops for small congregations at the GA (still available online on demand).
- **Kathleen and Jim will lead a service in July** with reflections from General Assembly.
- **Highlights of the GA are also posted on the PCUU Facebook page**, and will appear in the upcoming Voice.
- **Action for Immediate Witness** offered positions on climate change, recognizing that the War on Palestine is hurting people everywhere, and following the lead of science in this age of COVID.
- Looking into a **Getting to Yes workshop** to book for our church.  
*Sue and Carin will talk with Robyn about planning.*

## 7. Housekeeping

- a. Marcy agreed to be the **Secretary** for the coming year.
- b. **New Members** from the past year confirmed by the Board:
  - Alida Anderson
  - Danny Anderson
  - Kelsey Anthony
  - Shelbi Benion
  - Megan Murphy Slayer
  - Josh Wagner

*Motion/second to confirm: Marcy, Bob; passed unanimously by voice vote.*

*Confirmation of the list of new members will be placed in the annual calendar as a once-a-year event.*
- c. **Bob will receive a Board Handbook** (Carin).
- d. **Board members agreed to offer the Welcome and Announcements** in worship services beginning in September; it will be good way of bringing our voices and faces into congregational awareness. Sign-up to come. Consider other ways to increase Board visibility and accessibility.
 

*Lu and Robyn – or Steve – will prepare the schedule for the next meeting.*
- e. **Board member needed as liaison to Nominating Committee.** Lu served last year, and Steve will be asked, and Sue will if Steve cannot.
- f. **Meeting schedule:** currently the Board meets on the fourth Thursday, following Finance Team's meeting on the third Tuesday. Meeting earlier in the month forfeits current financial reports. **Third Wednesday of the month at 6 p.m.** If review of the most current financial statements is needed, the meeting date can be changed. *Retreat planning?*

- g. Review, discussion and renewal of covenants** between Board and Minister, and the Board covenant. We affirmed both the Covenants among the Board of Trustees and between the Minister and the Board for the coming year.

*With no changes, the Covenants were approved by unanimous voice vote.*

## **8. Reviewing Board Governance and Policies: Section 2**

The job of the board is to act as an informed agent of the policies to ensure progress on the congregational ends statement within the established limitations. Consider:

- a. The Board's role in ensuring progress towards the congregation's goals, the need for reviewing and possibly updating the bylaws, and the importance of strategic leadership and future-focused decision making. Plan for the future, informed by past wisdom – proactivity rather than reactivity.
  - b. The major policy focus will be on the intended long-term impacts or ends, and not the administrative or programmatic means of attending those ends.
  - c. We are **tabling discussion until the July or August meeting** to include with the review of Section 3.
  - d. Consider **a policy review team** to review policies and bring any concerns to the Board.
  - e. How that is enacted comes down to the executive working with the congregation, staff and teams to learn what we need and what we can support. The decision to address the minister-relation section was deferred to a future meeting.
- 9. For the Good of the Church:** Lu invited everyone (including grands) to the annual Church Campout at Pleasant Creek Recreation area on July 26-27. Contact Lu for reservations.
- 10. Meeting review:** expressions of appreciation and gratitude; Rev. Carin's name is now on the ministers' plaque – there will be an announcement.
- 11. Upcoming Calendar of events**
- a. **Board meeting – July 17<sup>th</sup> 6 p.m.** Individual dinners, business meeting.
  - b. **Church Campout – July 26-27** Pleasant Creek State Park
  - c. **Board Retreat – August 10 9 am – 3 pm** at Lovely Lane United Methodist Church
  - d. **Board meeting – August 21<sup>st</sup> 6 p.m.**
- 12. Extinguish Chalice – Rev. Carin**
- 13. Adjourn – 8:35 p.m.**

Submitted by Marcy Mattison, Board secretary

Related docs:

[Minister's report](#)

[Treasurer's report](#)

[Board Meeting Minutes 5/24](#)

[Congregational Meeting Minutes 5.19.24](#)