



PEOPLES CHURCH
UNITARIAN UNIVERSALIST

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

Board of Trustees meeting

Thursday, December 14, 2023

Attending:

Zoom attendees: Sue Davis, , Cate Sheller, Gary McGraw (until 8 p.m.), Lu Wilcox

In-person: Steve Hershner, President; Marcy Mattison, Secretary; Rev. Carin, Minister; Kris Davis.

- **Call to Order:** Steve Hershner called the meeting to order at 7 pm.
- **Lighting of the Chalice, Reading:** Rev. Carin honored the month's theme of Mystery with a meditation on retaining an openness to mystery vs. ignorance
- **Check-in:** Board members reflected on individual experiences with mystery in their lives
- **Approval of November Board minutes:** Approved on a motion by Kris, second by Sue, approved by unanimous voice vote (UVV).
- **Clarify roles and responsibilities of the minister – the 5 Ps** to provide a framework for successful congregational spiritual deepening and strategic coaching to explore spiritual and presence.
 - a. **Preaching**
 - b. **Pastoral Care**
 - c. **Personnel**
 - d. **Promote**

Motion to jointly formalize and approve Board/ministerial priorities – motion, Kris; second: Cate; UVV.

Rev. Carin will draft her preferences for the Board to consider in January.

- **Set strategies to identify and develop Board and congregational priorities; revisit in January**
 - a. Gatherings/meetings for in-person exchange of ideas: forums, coffee shops, morning, evenings,
 - b. Reach out to specific populations
 - c. Talk with church "Elders," i.e.: past Board presidents, other leaders ("exit interviews") > *Rev. Carin*
 - d. Establish task force to conduct events and gather/process ideas; ask for helpers
 - e. Revisit recent surveys and frame this new effort as an ongoing process > *Sue will gather congregational poll results from Kathy Juba and the Search Team*
 - f. How to. keep the energy going?
 - g. Invitation to "Ordinary Time" visioning
 - h. *EACH Board member to come up with five good ideas for next meeting!*
- **Reports**
 - a. **Minister:**
 - i. **Promotion of our Common Read: On Repentance and Repair: Making Amends in An Unapologetic World**, by Rabbi Danya Ruttenberg; discussion Wednesday March 6 at 7 p.m. (Zoom)
 - ii. **Registration for the 2024 General Assembly** (June 20-23) is open! It would be nice to have a group of members sign up to participate from Church for remote attendance. In addition to a variety of workshops and seminars, the proposed amendments to Article 2 will be discussed. Peoples Church can send 3 delegates plus the minister. \$800 budgeted.
- **Treasurer's Report:** Gary shared abbreviated budget and income/expense reports since the Finance Committee isn't meeting this month.

- **Policy review**
 - a. **Inclement Weather Policy** in development to clarify decision-making, communication and shift to Zoom procedures. Includes policy: unless advance notice is given otherwise, if a staffperson comes to work, they get paid. > *Rev. Carin*

Motion to provide back pay to Judy Mitschelsen for a Sunday when she was ready to play but the service unexpectedly shifted to Zoom due to weather by Sue/2nd by Lu, approved.
 - b. **New Internet Outreach Technician:** Matt Wilde has been hired, will provide backup for Jackie Wedeking with digital media operations.
 - c. **Membership list** needs review/maintenance: *Christine* > *Charlie Cizio*
 - d. **Holiday policy clarification for half-time employees** to receive holiday pay
- **New Business**
 - a. ***Motion to approve 2024 Housing allowance for minister: motion by Kris/2nd by Cate, approved.***
 - b. **Voices of Christ rental agreement modification:** with input from Gary we'll set a damage deposit equivalent to one month's rent to help offset increased wear and tear.
 - c. **Construction on Gordon Avenue to Jacolyn Drive is almost complete!** > *Steve offered to write a letter of appreciation to the city, Board concurred.*
 - d. ***Establish a line item in the 2024 budget to create a structure and policy for staff bonuses.*** At this time (before), Carin suggested using the ministerial fund to cover the bonus dollars. ***Motion to approve by Cate/ 2nd by Marcy; approved.*** > *Marcy will look in past minutes to find any recorded gift amounts.*
- **Next Meetings:**
 - Wednesday, January 24 at 7 p.m.**
 - Thursday, February 15 at 7 p.m.**
- **Extinguish Chalice and Closing Words**
- **Adjourn:** The meeting was adjourned at 9:10 p.m.

Respectfully submitted by Marcy Mattison, Board Secretary

> *italics* refer to actions to be taken

Bold face italics indicate motions