

# Northwoods Unitarian Universalist Church

Monthly Board Meeting – October 13, 2013

Last Revised 10/15/13

**Minutes** Submitted by Michele Buselli  
**Location:** Northwoods Unitarian Universalist Church – Garden Room  
**Attended:** Stephanie Coleman – President  
Shari Wood-Merriam – Past President  
Michele Buselli – Trustee At Large (Acting Secretary)  
Dorothy Kennedy – Trustee At Large  
Keith Armstrong – Treasurer  
Bob Long – Parliamentarian  
Rev. Ellen Cooper-Davis – Minister (non-voting)  
**Absent:** Larry Loomis-Price – President Elect  
Darbi Hamilton – Secretary

**Call To Order** 1:00pm

**Check In**

## **MOTION - Approval of September Minutes**

Motion Passed.

## **Stewardship Update – Rusty Rhoad and AJ Livecchi**

The Stewardship Committee proposed a change to the Member Pledge Records policy (handout). The proposed change was for Activity 2: Reports, Paragraph C: Confidentiality. The change is to the last sentence and is as follows:

*Only the Treasurer, Congregational Administrator, Stewardship Committee and Minister shall view pledge records.*

There was quite a bit of discussion and several concerns expressed since the change allows more people to get access to pledge data (names and amounts), however, the main point of the change is to give certain people the information they need in order to do their jobs more effectively.

## **MOTION – Approval of the above change**

5 members voted for, 1 member voted against

Motion passed.

## **Old Business**

### **Building Priorities – Projects to fund**

Stephanie suggested we discuss this in the context of the Next Step Report.

## **Review and update of the policy and procedures**

See Stewardship Update above.

## **Sarah P-M working on list of approved speech/engagements**

No update as of yet.

## **COM update on Congregational Life**

We are told they are actively working on this ministry; we can view their minutes; they are preparing to vote Kate Rhoad to chair it, and are defining a role for Helen Sherwood to focus on membership.

## **New Business**

### **Pastoral care training**

There are 2 members interested in attending the training but require financial help. Bob said the training is around \$225. The board decided they would fund a flat fee of \$150 per person.

### **MOTION – approval of \$150 per person to attend training**

Motion passed.

### **Calendar dispute**

There was a calendar conflict with the Garden Room wanting to be used on the same date of the church's rummage sale (April 4<sup>th</sup>). Ellen recommended we add to the Building & Grounds policy a statement that church events take priority over other meetings. But for the immediate issue a motion to take care of this specific conflict was made.

### **MOTION - that Rummage Sale have use of the Garden Room on April 4<sup>th</sup>**

Motion passed.

### **Foundational Chair Responsibilities**

Michele contacted Brian Lockridge to get his input about what the chair responsibilities should be, but Brian hasn't responded yet. It was mentioned that the room dispute could have been handled by Brian.

**Action item: Michele will contact him again.**

### **Treasurer Report**

Keith mentioned that the transition didn't go as smoothly as hoped for, mostly due to the lack of training, so mistakes were made. Keith talked with a Power Church consultant who is helping to revise the chart of accounts. Once the consultant is done, Keith and the Finance committee will review to make sure everything is correct. Then there will be a 2 day change over to get the system updated with the changes. This will happen either 10/21 – 10/22 or 10/28 – 10/29, depending on the schedules of the people involved. Keith is hoping to have July, August, Sept, and Oct reports done in time for the Nov board meeting. Keith also reported that corrections and improvements have been made for Amegy Bank in signature cards for all accounts, computer system administrator, and credit cards.

Keith announced he wants to formally start the Finance Committee. It will consist of him, Sheila Dowell, Erica Calderon, and Mary Chimarusti.

**Passive Fund Raising**

Rev Ellen brought up the question of who oversees passive fund raising (recycling, Krogers, the church Amazon account, etc.). Who is responsible for promoting them, and who should coordinate this? Keith offered that the Finance committees take this on.

There was no motion made for this.

**A related action item: Stephanie to contact Susan Hawkins for the list of approved fundraising event/ideas.**

**Adjourn**      3:20pm