

Unitarian Universalist Church of the Desert
Board of Directors Meeting, September 17, 2019
Minutes

Attending:

Present: President Jane Zaun, 2nd Vice President Barbara Storms, Treasurer Jerry L’Hommedieu, Director at Large Carol Lavoie, Director at Large Larry Rogers.

Present by phone: Secretary Rod Belshee.

Absent: 1st Vice President Vikki Porter, Reverend Barbara Fast.

Congregational Members: none

1. Opening and Chalice Lighting:

Jane called the meeting to order at 5:00 pm and shared an opening message while Jerry lit the Chalice.

2. Check-in:

3. Approval of the Minutes: The Board meeting minutes for July and the special September 5th meetings were approved as written.

4. Voices of the Congregation: (None present.)

5. Leader Lab Moment:

Jane shared information from the UUA Leader Lab website and shared a copy of our Leadership Covenant document with all Board members present. She highlighted the concepts that our minister is a partner, that lay leadership is a spiritual practice, that we should practice self-care, and she discussed how we establish and maintain our culture and identity.

6. Reports:

a. President:

Jane said she would serve as process observer and Barbara volunteered to serve as timekeeper for the meeting.

S2S2S. Jane provided an update regarding a meeting she and Jerry had with Gina Bikales and Shirley LeMaster regarding S2S2S following Terry LeMaster’s presentation to the Board in May. In

the meeting, Jane asked that S2S2S attempt to be more inclusive of church members and friends in actor selection and production support which S2S2S recently did with open auditions. Jane explained there would be a follow-up meeting with S2S2S in the fall to discuss general operational questions.

Fire Ant Inspection. Jane explained she requested the Coachella Valley Mosquito and Vector Control District inspect the property for fire ants. It was determined that none were currently present. The inspector said the CVMVCD will inspect periodically and upon request.

Safety Concerns. Jane attended a community training by Palm Springs Police Department on active shooter events; she will write notes from the presentation for the Safety Committee. Perhaps the Safety Committee might work with the Rancho Mirage Police Department to secure further information.

Policies & Board Retreat Preparation. Jane also distributed policy binders to our new Directors at Large and thumb drives with policy updates to other Board members. She also distributed the book “The In-Between Church: Navigating Size Transitions in Congregations” to Board members and suggested Board members read the book prior to the October 28th Board retreat since transition and size will be a part of our discussions.

b. 1st Vice President: *(written report)*

Safety Committee. Met July 24, Jerry L’Hommendieu presided as I was unable to attend. No meeting in August.

- Discussed evacuation plans drafted by Jerry.
- Decided to send congregation information on preparing for earthquakes.
- Considered suggestions for additional members who could assume Emergency Plan positions.

UUCOD Women’s Retreat 2020. Registration opened and closed after 29 members and friends registered. Deposits of \$100 each due by Oct. 1. Participants almost equally divided between longtime members and relatively new members and friends.

Galilee Center. Collected and delivered several loads of clothing and supplies, in conjunction with Leslie Gebhart, to the center in Mecca in support of both migrant farm workers and asylum seekers processed through the center.

Planning. Met with Jane Zaun and Barbara Storms twice to discuss planning for Board Retreat and policy.

c. 2nd Vice President:

The **Stewardship Committee** has been busy developing materials and handing them off to various committees for further refinement. These materials address questions friends and new members

may have and help explain various volunteer options. The committee is also organizing the Committee Fair on November 17th.

The Stewardship and Membership Committees are working closely on content for new member classes including an additional session after induction and surveys related to the mentoring process.

d. Treasurer:

Treasurer's Discussion:

Jerry provided an update on settlement of the McCloud Charitable Trust and indicated we're trying to receive funds by the end of 2019. Jerry requested, and the Board approved, Kevin Brandt serve as Bill Smith's backup for donor entry in MemInfo. Jerry also discussed a project between Stewardship and Membership to establish metrics for Friends of the church in order to better understand and serve this component of our congregation.

Treasurer's Report: *(abbreviated, as of July 11)*

As of August 31st, the church had \$103,799.30 in its bank accounts. There were no short-term liabilities and reserved and restricted funds totaled \$47,580.27. This leaves \$56,219.03 in unrestricted available funds. Year to date, we have collected \$48,273 in pledge payments against a total budget amount of \$165,000; nearly 30% of pledges for this fiscal year.

The annual compensation audit by our worker's compensation insurance carrier resulted in our premium being increased by \$270 due to our increased payroll. Dorian McWain's final day of employment was August 31st. This open position, as well as the Children's Religious Education Coordinator, will help offset some of the additional expenses incurred that we not in the approved budget.

Unless there are objections, the Treasurer plans to begin implementing some process changes over the next month or so to improve process efficiency and lower expenses. These changes include consolidation of payment processing dates, paying more vendors by auto payment, and implementing Treasurer comments in the monthly newsletter.

e. Minister's Report: *(abbreviated written report summarized by Jane Zaun)*

Schedule: Reverend Barbara will be at the Climate Strike on September 20th and will attend a UUMA retreat, followed by several days off for comp time. She is working on 60th church anniversary celebration in October and helping Board members develop plans for the Board retreat.

Lifespan Spiritual Growth. Reverend Barbara outlined the framework for a new, multi-dimensional concept in religious education for both youth and adults. As a first step, we are re-establishing Chalice Circles and have 23 individuals signed up so far. She indicates that youth

programming will focus on “Building Your Own Theology.” Reverend Carolyn will be actively involved in the adult program.

The Board discussed approving formation of the working team and, after discussion, it was decided to approve the working group as an ad hoc “committee” of the staff but asked that a more formal description be brought to the Board if it is going to become a formalized committee.

7. Current Business:

a. Attitude of Gratitude

The Board sent a card of gratitude to Dave Carter.

b. Facilities Update

Facilities Plan. Rod Belshee proposed he conduct a Facilities conclave at the end of October to discuss upcoming projects, recruit new members for the Facilities Team, and talk about utilization and capacity issues for the Sanctuary.

2nd Service. Rod raised the idea of adding an additional service during the winter months and discussed a document Kevin Brandt prepared several years ago on the topic. Jane will reach out to Kevin to secure the document. Rod suggested there are many stakeholders such as Finance, Worship, and Music committees that would have input into the discussion and it would not be resolved quickly. Thus, the need to start the discussions as soon as possible.

Jane suggested this could be a topic for the Board retreat. There was also a discussion as to when chairs would need to be added back into the Sanctuary to support seasonal attendance increases.

Flooring. Jane provided an update on the flooring installation and discussed some issues pertaining to the installation that she is following with Home Depot to resolve.

Internet/Telephone Service. Jane discussed bandwidth and functionality issues with our internet & phone system she is attempting to resolve. She is following with the current provider to determine if we can provide Reverend Barbara with a private voicemail and ensure sufficient megabyte capacity to support internet and phone needs. The current internet/phone expense will increase by \$20/month to cover phone service.

c. Share the Plate Recipient Approval

The Board retroactively approved the Galilee Center as the recipient for the September Share the Plate.

6. New Business:

a. Pacific Western Region (PWR) Leadership Development

Jane described an offsite leadership program being offered by PWR and the Board discussed who should attend on behalf of UUCOD. Jane asked if any Board members were interested in attending and the Board also discussed offering the opportunity to potential leadership candidates that have been identified by the Nominating Committee. A motion was approved to fund \$450 each for two individuals to attend the Scottsdale, Arizona conference which covers all expenses other than travel. Jane will communicate the opportunity to the individuals identified by the Nominating Committee. If we are unable to identify candidates from this pool of individuals, we'll expand the search to the larger church community.

b. Revision of BOD Manual

Jane provided all Board members with a copy of their position's responsibilities and ask that each member revised the description as necessary prior to the next Board meeting.

c. Proposal for IT Services

As the result of multiple system failures, Jane has worked with our volunteer IT consultant, Bill Edwards, to develop a service proposal to meet UUCOD's IT support requirements. Bill has supported the website on a volunteer basis over the past several years. The proposal provides a variety of services on an as-needed basis at various hourly rates. We estimate the average monthly expense will be \$235. There was a motion made, seconded and approved that the Board accept the proposal and retain Bill Edwards on a consulting basis.

7. Adjourned

Jane adjourned the meeting at 7:40 pm.

Respectfully Submitted,

Rod Belshee and Jerry L'Hommedieu

Date

Approved: _____, 2019