UUS BOARD MEETING AGENDA

**7:00 p.m., April 20, 2022**

**ZOOM** Link **891 3256 0297** Password**: 228948**

**Chair:** Alan | **Opening Words: Diana H** | **Process Observer:** Hazel | **Closing Words:** Alan

(Minutes

estimated) (**P1**), (**P2**), etc., are related packet handouts

(07)Check-in

(03) **Chalice Lighting (Alan) and Opening Words (Diana H)**

(15) **Board Read –** Our common read is ***How to Lead When You Don't Know Where You're Going: Leading in a Liminal Season*** by Susan Beaumont (Chapters 4-5). **[** Article by Susan Beaumont sent to us by Rev. Diana after our last meeting presents some questions about leading in a liminal season related to the pandemic: <https://susanbeaumont.com/2020/06/19/10-questions-to-ask-now/> **]**

(05) **Consent Agenda:** March 16, 2022, Board Minutes (**P1**), March 29, 2022, special email Board meeting to approve fund-raising project (**P2**), March 30, 2022, special Zoom Board Executive Session to discuss progress of the DLRE search team (**P2.1**), April 13, 2022, Executive Committee Minutes (**P3.3**), Treasurer Pavelich’s report and financial summary (**P3**) Emma’s narrative financial report (**P3.1**), Rev. Diana Smith’s report including highlights from DCCE Peggy Garrigues, CAEmma Barnum, REC Anna Rode, and DM Alex Heetland (**P4**)

**Motion to approve the Consent Agenda**

(10) **Our next open questions** to help guide ministry for the church year July 1, 2022-June 30, 2023. *This version incorporates helpful edits offered by Hazel*

**CONNECTIONS TO:**

**OURSELVES**

How can the congregation and UUS staff help you grow?

**EACH OTHER**

How do we grow our connections given our multiplatform service format?

**THE WIDER COMMUNITY**

What messages and/or actions will help the UUS introduce itself to and engage the surrounding communities?

(4) What can UUS do to increase members’ participation in both the UUS’s and the surrounding communities’ racial and social justice programs?

(15) **Board’s Five Committee Updates:**

Governance --Joe Rasmussen: Governance met April 5 (minutes **P5**) including continuing discussion of the semiannual multiplatform Congregational Meeting election process (see proposed changes and additions to policies and procedures for the manual **P5.1**)

**Motion to add a new “4-15 Congregational Meetings” under “Policy 4--Care of Members and Guests”** in the P&P Manual

Personnel --Rochelle Honey-Arcement (and Rev. Diana): New DLRE Nic Kaplan announced to begin June 11. Full proposed Sabbatical Policy (**P6**)

Governance Committee discussed a proposed revision of the sabbatical leave benefit in the Personnel Manual submitted by the Personnel Committee. Changes include defining “program staff” as eligible for leave rather than “certain positions”, replace “renewal” as a purpose for leave with “renew their ministries,” delete “Chair/President of the Board” for providing information on leaves, grant final approval of a leave to the minister, change from 3 months leave to 1 month with further accrual of 1 month after every other year (original requirement of 7 years’ service to be eligible not changed), delete “no more than 3 months may be used in any 12 month period,” and delete review by the Finance and Board approval if a budget impact. The Governance Committee expressed concerns about less than full-time employees being eligible for a sabbatical and removal of Board–budget oversight. *These may be moot points that 1) don’t affect the budget and 2) are the responsibility of Personnel and the Minister. Alan*

Finance --John Raley update

--The Endowment Committee met March 2 (minutes **P7**)

--Endowment Committee Quarterly Report 4-14-22 (**P7-1**)

Right Relations --Rev. Diana would like to see this committee reactivated to be in place to help work with or between parties in case issues or conflicts might arise within the congregation in the future. Julia will serve as a temporary liaison from the board to the former members of this committee as a first step (it is possible a new UUS trustee in July will be interested in serving)

--**1.4.1 -7** *Right Relations Committee Promotes the practice of right relations to build a loving, trusting, and healthy congregation. Functions as an internal conflict management team for the congregation. Assists with the development of a Congregational Covenant of Right Relations and a Conflict Management Policy and Procedure. This committee has a minimum of 3 people with at least one Board member, meets at least twice annually, and as needed for conflict management or other business. This committee will submit their minutes to the Board for review unless the record is confidential* (p. 38 in Policies Manual).

Mission and Vision Review --Update (Hazel Seaba and Diana Henry meeting of March 21)

# (05) Brief break (*time is scheduled at approximately the one-hour mark*)

(20) **COVID Safer Gathering Plan** (**P8**), written and to be monitored by Rev. Diana and staff, with expert volunteers/sources ready if needed to advise on issues that might arise.

**Motion to approve the COVID Safer Gathering Plan**

*(On 4-14-22 Johnson County had 13.7/100K daily new cases [Iowa City 13.3/100K] PHASE 3)*

(10) **BGI discussion—**Update by Rochelle Honey-Arcement. Ongoing discussion of next steps in executing the two-year BGI plan that began at the Board Retreat January 8. The goals of BGI and measuring its progress in cooperation with the Mission and Vision Committee remain our focus.

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(05) **Unfinished Business** **and Updates**

--Rev. Diana would like to form a **Team for Shared Ministry** to be there for her to meet with to talk through various issues, suggest professional development work she could consider, and work with her on the “big picture” of UUS’s ministry. She will draft a plan for the team’s role.

--Rev. Diana is developing and recruiting volunteers to serve on a **Radical Welcome Team** that will work on preemptive radical welcoming at UUS for people with marginalized identities.

--The next Board retreat is Saturday, June 4, 2022

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(10)--**Plans to encourage endorsement of the “Eighth Principle” for adoption by the UUA** with groundwork in advance, leading to a membership vote at the Congregational Meeting May 22, 2022. Leading up to the Congregational Meeting: 1) February 16 the Trustees moved their unanimous support for this important effort, 2) February 20 Rev. Diana’s service message was on the Eighth Principle, 3) March 6 an Eighth Principle mini workshop for UUS leaders was held following the service, 4) March 20 an Eighth Principle workshop was conducted in the conference room and online by Rev. Diana, Peg Bouska, and Alan, 5) April 10 an Eighth Principle service message was presented by Rev. Sunshine Woolf, who stayed for an after-service coffee session, 6) **May 7 (Sat. 1:00-4:30) a key online workshop will be led by Paula Cole Jones**. Additional information sessions or after-service Zoom groups were/will likely be scheduled for April 3, 17, and 24 plus May 8 and 15. *NOTE: Seven of the current 11 Midwest Region UU leaders Alan meets with by Zoom on Wednesdays are working toward endorsing the Eighth Amendment for adoption by the UAA.*

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***“We, the member congregations of the Unitarian Universalist Association, covenant to affirm and promote: journeying toward spiritual wholeness by working to build a diverse multicultural Beloved Community by our actions that accountably dismantle racism and other oppressions in ourselves and our institutions.”***

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(15) **New Business**

The online UUA MidAmerica Region Assembly is9:00-1:00 CDT, Saturday April 30, 2022. **(**Registration ends Monday, April 25 at midnight)**.** UUS is allowed up to six delegates and Alan will complete their required certification (delegates register for the assembly in advance).

--**Motion to** **approve Joe Rasmussen, Paula Miller, and Donna Simonton as Delegates to the UUA MidAmerica Region Assembly**

--Attendees and Delegates are needed for the five-day **UUA General Assembly Wednesday, June 22, through Sunday, June 26.** UUS members selected from our congregation to be Delegates will make policy for the Association through the democratic process. **The Board needs to approve national UUA GA delegates at its May meeting.** As of now we have Dave Martin.

--**Late summer book sale fundraising event for UUS** There has been progress toward having a UUS reduced-scope book sale, possibly on Friday evening, August 12, with readings and music in a coffee shop atmosphere.--Julia

The UUS Congregational Meeting and Election May 22**—**Alan has prepared a draft of the agenda with assistance from the Leadership Development Committee for the election of new Board members and other key leadership roles. Alan, Joe, Amy, Rochelle, and others on the Governance Committee plus staff are setting in place new policies and procedures for voting entirely on line following the Zoom and in-person meeting. There will be replacements for three Board members, one Endowment Committee member, and one LDC member. The pre-election cover memo: (**P9**)

**--Motion to approve the Agenda for the May 22, 2022, Congregational Meeting**

*(Agenda is below.)*

**CONGREGATIONAL MEETING AGENDA, MAY 22, 2022**

**OPENING**

Call to Order Alan Swanson, President

Validation of a Quorum Joe Rasmussen, Parliamentarian

Chalice Lighting and Opening Words Rev. Diana Smith

**ACTION ITEMS**

**Approval of the December 19th, 2021, Meeting Minutes** Alan Swanson, President

*Motion and second, each by a member present, corrections/discussion*

*(vote online after meeting)*

**Recognition of Outgoing Committee Members**  Alan Swanson, President

*Board of Trustees*

Past President Joe Rasmussen

Finance Trustee John Raley

Secretary Paula Miller

*Leadership Development Committee*

Marsha Cheyney

*Endowment Committee*

Gary Lawrenson

**Presentation of Leadership Nominees** Sue Otto, Nominations Lead, LDC

**Election of Officers**

Board of Trustees (3)

Vice President: John Bowman

Sue Otto motion, second by \_\_\_\_. Nominations from floor? *(vote online after meeting)*

Secretary: Christine Etler

Sue Otto motion, second by \_\_\_\_. Nominations from floor? *(vote online after meeting)*

Finance Trustee: Jerry Wetlaufer

Sue Otto motion, second by \_\_\_\_. Nominations from floor? *(vote online after meeting)*

Leadership Development Committee (1)

Phil Beck

Sue Otto motion, second by \_\_\_\_. Nominations from floor? *(vote online after meeting)*

Endowment Committee (1)

Paul Pomrehn

Sue Otto motion, second by \_\_\_\_. Nominations from floor? *(vote online after meeting)*

**Report from the President** Alan Swanson, President

**Report from the Treasurer** Mike Pavelich, Treasurer

**The Eighth Principle** Rev. Diana and others

**Motion for UUS to endorse the Eighth Principle for adoption by the UUA**

*Motion and second, each by a member present, discussion (vote online after meeting)*

# CLOSING

Closing Words and Extinguishing the Chalice Rev. Diana Smith

**Adjournment**

Request for a motion or unanimous consent to adjourn Alan Swanson

**--Other new business?**

(00) **Guest Comments**

(05) **Closed Executive Session**

--The Land Ministry Team asked last fall for the Board to consider this spring their nomination of Jim Laughlin for the **Augusta Chapin Award** (**P10**). The Board approves who receives this award, which has been given out once before (to Deb Schoelerman). The plaque reads: Augusta Chapin Award This award serves to recognize \_\_\_ for their sustained high level of engagement in the daily life of UUS over extended periods of time. We celebrate their active participation in many groups as a leader and source of inspiration. Attending countless meetings, giving freely of their time, effort and high spirit. It is these actions and quality that make the Unitarian Universalist Society the warm welcoming home we all strive for. Thank you, \_\_\_\_\_. *(NOTE: Augusta Jane Chapin was an American Universalist minister, educator, and activist for women’s rights (b. 1836, d. 1905. She was our Iowa City UUS minister 1870-73.)*

**Motion to present the Augusta Chapin Award to Jim Laughlin.**

(05) **Process Observer Comments** (Hazel)

(02) **Closing Words** (Alan)

**Motion to Adjourn, and Extinguishing of the Chalice**

*(Next board meeting 7:00, May 18, 2022, by Zoom)*

*----------------------------------------------------------------------------------------------------------------------------------------***FUTURE DISCUSSION**

I am wondering if there are other changes besides in-person meetings that might facilitate planning/visioning…..items on agenda that could be dropped or done via email elsewhere?  Meet earlier and start with beverage and a sandwich?  I know little about the executive cmte, but is there any duplication that could be eliminated?  Have a dedicated time for a pre-determined big picture/visioning/planning idea that might continue or not from meeting to meeting? --Hazel

I want to affirm Julia's comment last night about in-person board meetings.  John and I are the only current board members who experienced the monthly meetings in the conference room prior to covid.  I also had in-person executive committee meetings and board committee meetings.  We are seriously losing something with zoom meetings.  It was unavoidable during the pandemic. There is a group dynamic that can occur only when we meet face-to-face around the conference table.  The governance change that I implemented as president was intended to move the board into a planning and in-depth vision role for UUS.  Last night the question of what is UUS' soul is a good example of what the board should be concentrating on.  I don't believe you can address a question like that in a zoom meeting.  I realize that zoom meetings are convenient and less hassle than traveling to the church building for a meeting, but it may be time for us to set an example and get back together in-person.  I didn't make this comment last night, because I did not want it in the minutes as I think this is "board business" and should be decided by the board members. --Joe