

**Unitarian Universalist Society  
Board of Trustees  
REGULAR MEETING MINUTES**

May 18, 2022 (virtual via Zoom)

**Present:** Alan Swanson (President), Joe Rasmussen (Past-President), Rochelle Honey-Arcement (Vice-President), Mike Pavelich (Treasurer), Diana Henry (Trustee), Rev. Diana Smith (Minister, Ex Officio), Paula Miller (Secretary), Julia Audlehelm (Trustee), Hazel Seaba (Trustee), John Raley (Financial Trustee)

**Guest:** Jerry Wetlaufer

**Call to Order and Chalice Lighting:** President Alan Swanson called the meeting to order at 7:02 p.m. and lit the chalice.

**Opening Words:** Provided by Joe Rasmussen

**Board Read:** Members discussed the final chapters 6 & 7 of the Board's common read "How to Lead When You Don't Know Where You're Going: Leading in a Liminal Season" by Susan Beaumont.

**Consent Agenda:** April 20, 2022, Board Minutes, April 27, 2022, Board Minutes of Special Email Meeting to Approve Funds for AV Digital Mixer, April 29, 2022, Board Minutes of Special Email Meeting to Approve Dave Martin as UUS's 4th Delegate to the MidAmerica Region Assembly of April 30, 2022, May 11, 2022, Executive Committee Minutes, Treasurer Pavelich's report and financial summary, Emma's narrative financial report, Rev. Diana Smith's report including highlights from DCCE Peggy Garrigues, CA Emma Barnum, REC Anna Rode, and DM Alex Heetland. Rasmussen requested an amendment to the April Board Meeting Minutes: "voting procedures" should be added after "the motion to amend 4-1" in the policies and procedures manual. Miller advised that a corrected copy will be submitted for the permanent record. Rasmussen moved to approve the consent agenda with the correction, seconded by Audlehelm. The Board voted unanimously to approve the consent agenda with the correction.

**Board Committee Reports:**

Governance – Rasmussen requested adding a cover page to the hard copy of the Policies and Procedures manual advising that any changes would need to go through the Governance first. He doesn't want Governance to be the arbiter of any changes, but this would be more of a reminder of the process for any changes and to make sure updates are numbered and indexed correctly.

Personnel – The new DLRE, Nic Kaplan, will begin on 6/12/22 per Rev. Diana. Also, they have a good candidate for the new Communications Coordinator position and are completing reference checks. Hopefully the start-date for that new hire will be 7/5/22. The official offer will be made during Peggy Garrigues' sabbatical and the hiring decision will be finalized once she returns.

Finance – Per Raley the Stewardship Committee is planning and setting goals for next year. The overall theme will be looking to the next steps in working with BGI and the Mission and Vision Committee.

Right Relations – Audlehelm advised that they will have their first Zoom meeting at the beginning of June. Rev. Diana will also attend and will have some materials prepared which will help with planning the structure of the committee.

Mission & Vision – Seaba reported that they met on Monday and spent time updating one section describing the interaction between BGI and the Committee. They also discussed timelines. They will have reports back from each of the five sub-groups by 5/31, and these will be back to the Committee before the 6/4 Board retreat. They had an extensive conversation about the roles of qualitative and quantitative assessments. Rev. Diana provided information about a new qualitative assessment method. The report for the Board will describe the intent and priorities of each of these five sub-groups. They would like to start assessments and implementation next year as this year is focused more on planning. Swanson advised that we should spend at least an hour discussing BGI and the Mission and Vision measurements at the Board retreat in June.

#### **OTHER BUSINESS:**

**BGI Discussion:** Swanson commended the good inroads which have been made so far and the collaboration between Finance, Mission and Vision, and BGI's goals.

#### **UNFINISHED BUSINESS**

**Proposal to adopt the Eighth Principle:** Several Board members shared positive experiences from the online workshop led by Paula Cole Jones on 5/07.

#### **NEW BUSINESS**

**UUA General Assembly:** Dave Martin and Donna Simonton have agreed to be delegates to the General Assembly meeting, which will be held both online and in-person in Portland Oregon from Wed 6/22 – Sun 6/26. Swanson called for a motion to approve them as delegates. Henry moved to accept this motion, seconded by Honey-Arcement. The vote to approve the delegates was unanimous, and Swanson will see that they are certified for UAA GA.

**May Congregational Meeting:** Swanson requested that Board members volunteer to check off who is present in the sanctuary and to be alert to questions about the 8th Principle. Rev. Diana, Kirk Witzberger, and Honey-Arcement will each speak, and then we will work with any follow-up questions from the floor or on chat. People on Zoom who wish to speak during the meeting should be visible on the main screen in the sanctuary. Swanson confirmed that we need to have 58 participants in total to establish a quorum. He advised that for future meetings Governance probably needs to update the bylaws to make sure that people submitting absentee ballots by mail have as much time to submit their votes as those members voting online. Emma advised Swanson that if someone who has already received an absentee ballot would like to vote online instead, they can arrange a phone call to submit their vote and then destroy their paper ballot.

Raley confirmed that his parents have been able to access the YouTube meetings easily and he appreciated the hard work of the AV team to make online services accessible.

**June Board Retreat:** Will be held at UUS on Sat 6/4 from 10–4. Board members will bring their own lunches. Swanson confirmed that the new Board members will also attend, and the focus will be on BGI and the 3 open questions that help form the vision of ministry.

**Stewardship Committee:** The goal for 2023 is \$440,000, and they would like to have a “theme” provided from the Board’s discussion at the June retreat. Pavelich made a motion to approve this goal, seconded by Henry. The vote to approve the Stewardship goal for 2023 was unanimous. Rasmussen noted that per the Board packet that the number of pledge units has dropped by almost 30. Pavelich commented that the amount pledged per unit has increased. Rev. Diana and Miller confirmed that there have been recent efforts by Peggy Garrigues and the Membership Associates Team to remove non-pledging members from the voting and stewardship rolls, so this could have some impact on these numbers. Pavelich suggested reaching out to members who may have reduced contact with UUS per last year’s listening campaign. Rev. Diana confirmed that when members aren’t pledging as they have in the past they are contacted by Pastoral Care or Membership Associates. However, sometimes these calls aren’t always indicated as a call from the congregation, and there may be some things we can do to help that. This may be an opportunity to continue some of the outreach originally proposed before COVID. Swanson stressed it’s important to let people know we want them to remain part of the congregation regardless of their current Stewardship support.

**Johnson County Interfaith Coalition (JCIC):** Rev. Diana has agreed to become co-president of the JCIC with Pastor Tony Smith, and they have requested to hold their annual meeting/fundraiser for the Johnson County Interfaith Coalition at UUS. Pavelich asked if this would be a fundraiser for UUS also? Rev. Diana advised that this would solely be for UUS outreach. Rasmussen moved to approve the JCIC fundraiser, seconded by Audlehelm. The vote was unanimous.

**Facility Rentals:** Rev. Diana advised that they have decided to move away from big one-off events such as weddings for non-members. She has discussed this with Peggy Garrigues, and while these events do bring us some revenue they also cost us and take up a great deal of Peggy’s time. Their goal will now be to focus more on events supporting long-term partnerships such as the Bengali community’s Diwali celebration held at UUS last year. UUS members can still use the sanctuary for weddings, but we just don’t have the event staff to control large events for non-members. We will also revise the pay scale for member receptions. Her plan is to update the fee structure to be closer to what these events actually cost UUS. It might not need Finance approval. Long-term partnerships would allow us to still have big events or conferences, but since they would be ongoing we would have a better plan to resolve any problems while also meeting our goals for outreach to local organizations. When the new DLRE starts there will be some different types of day-care or pre-school options to explore, such as a “parents day out.” Also, events co-sponsored by professional and eco-spiritual organizations such as Prairiewoods may help with outreach and revenue generation. Raley suggested that we

discuss this further at the retreat since this is a BGI metric. Rasmussen confirmed that the one-off wedding events often pull people in from out-of-state and don't contribute to UUS' mission.

**UUS Dues to UAA:** Pavelich referred to the second page of the Treasurer's report where he laid out his plan to pay \$28,000 in dues to the UUA in 2023. The UUA has asked for \$33,000, but since they counted the \$150,000 used from reserves to supplement the budget he feels that this is a miscalculation. Also, if income decreases in 2024 then we will not have overpaid. Last year the UUS did accept \$25,000 even though they asked for \$27,500. Rasmussen asked if we are still a "fair share" congregation? Pavelich advised that they don't do that anymore: instead, they have a list of "honored" congregations. He referred to the graduated schedule to get us to where we want to be by 2026. Henry requested that we vote on this decision: Pavelich made a motion to give the UUS \$28,000 and to write a letter explaining how this amount was determined, seconded by Swanson. The vote was unanimous. Pavelich confirmed that our tradition has been to give them the money at the end of their fiscal year.

**Guest Comments:** None

**Closed Executive Session:** None

**Process Observer Comments:** Pavelich

**Closing Words:** John Raley

**Motion to Adjourn, and Extinguishing of the Chalice: 8:46 pm**

Next board meeting 7:00 pm June 15, 2022 via Zoom

Meeting Minutes submitted by Paula Miller, Board Secretary