

## November 2023 Board Meeting Minutes

November 21, 2023

**Chalice Lighting:** “New Every Morning” by poet Susan Coolidge (pen name of Sarah Chauncey Woolsey)

### **Attendees:**

Gerri Farrell, Rev Debra Haffner, Ken Buley-Neumar, Jenna Kern-Rugile, Allyson Barish, Connie Sorscher, Laura Otten, Jim Rubin-Perez and Shelley Lauer-Bader. Ministerial Search Committee Members Terry Donaldson and Bob Bader also in attendance for first agenda item r/t the impending 12/1/23 deadline to submit to UUA Transitions Team.

### **Discussion and Vote Items:**

- **Compensation Package worksheet and sample contract** – Bob and Terry outlined the components of a best-possible new minister compensation package to entice the best candidate to choose UUFH, including salary based on geographical region and size of congregation, employer costs for individual and dependents’ health and dental benefits coverage, pension plan contributions, and use of funds set aside for mortgage down payment. Compensation package as presented approved unanimously. One addition was recommended to the UUA contract template based on the congregation’s responses to the survey to limit the geographic radius of residence. The Board will review and approve the changes to the contract via email before it is sent to the UUA transitions team.
- **Board Covenant** – Rev Debra reviewed the items to be included in the covenant that were discussed at a recent gathering of Board members and the minister. No changes made. Unanimously approved.
- **October Minutes** - Unanimously approved as presented.
- **RE** – Rev Debra spoke with the RE Committee and all recommended that Sandra continue in her role as RE Coordinator, to allow a new minister to have input into a DRE position. Sandra is on-board with continuing in her role. Board voted unanimously to extend Sandra’s contract from 7/2024 to 7/2025.
- **Charters** - Ken presented some of the sub-committee charters for the Board to approve. Some charters have not yet been finalized. Strategic Planning, Audio Visual, Finance, and Ad Hoc Rental Committees’ charters were unanimously approved. All others tabled until December Board meeting.

### **Discussion Items:**

- **Furniture Policy** - Rev Debra brought to the Board’s attention the fact that some members borrow UUFH tables and chairs when hosting fellowship-related parties, and that there is no accounting for such usage, which may complicate short-term rentals that may need the same equipment. Board members suggest that anyone interested in borrowing fellowship furniture notify the Office 2 weeks prior, and return all items the following day. Renters’ needs will take

precedence over use for Service's Auction party-related borrowing. Jenna will draft the policy for the Board to consider next month. Jason (Buildings and Grounds) will be kept in the loop.

- **Long-term Rental Update** - there have been a few more showings of the space, but no progress yet.
- **Safety Committee & Security Team Update** – The Security Team has taken their role very seriously, has watched de-escalation videos, and has reached out to the Captain of the Police Department. Letter expressing Board's appreciation to be sent.
- **Secretary's Reminders** – Shelley will update the Holiday schedule, update wording in Flash/E-blast for collections for Holiday staff gifts and Minister's Discretionary Fund, times for Holiday services.
- **Website** - Ken saw a preliminary version of the new website. It looks great.