

HUU BOARD MEETING MINUTES
Held at HUU
July 14, 2013

Attending Board Members: Les Grady, Paul Revel, Linda Dove, Grayson Sless, Gabriela Luschei

ITEM	DISCUSSION	ACTION	ACCOUNTABILITY
Chalice Lighting, Check-In		Scribe - Claire	Les
Congregational Feedback	<p>Grayson - The minutes were not posted to the website when they were said to have been. Should we have more than one person be able to post to the website?</p> <p>Les - Continuing issues and responsibilities of the Information Management Group (IMG).</p> <p>Linda - Email sent by huuweb is often sent to spam folders, is it happening to others?</p>	<p>Les will follow up with Pat to make sure minutes are posted to the website when they are approved by the board.</p> <p>Claire will link the minutes to the Enews once they are posted to the Website.</p> <p>Claire will draft a separate paper that tells the congregation of the "modes" of communication for use in the order of service</p> <p>Les will ask the IMG to consider whether we need a backup for Pat for management of the website and if so, who it should be.</p>	Les Claire
Approval of minutes	Approved by Board		Les, Linda, Gabriela, Grayson, Paul
Review of Agenda			
Treasurer's Report	<p>Report sent to Board Members via Email</p> <p>Set up a charge account through Cost-Co for church supplies.</p>	<p>Motion to approve the account- Paul</p> <p>Gabriela seconded motion to approve</p> <p>All in favor</p> <p>Les will contact Rich to inform him of the decision.</p>	Les

Selected Committee Reports			
B&G:	AC installation delayed until the end of July		
CYCORE	<p>Melissa Bowers approved as DRCE. Still in the process of hiring an assistant RE director. One candidate is under consideration and the committee is in the process of setting up an interview.</p> <p>The Safe Congregations Policy needs to be completed and returned to the Board for approval.</p>		Les, Linda, Gabriela, Grayson, Paul, Rich via Email
Membership	<p>Committee created HUU business cards to hand out.</p> <p>Committee asks for board involvement during the annual membership audit.</p> <p>Status changes affirmed or denied by Board before the January audit.</p>	<p>Claire to link membership audit to board minutes.</p> <p>The Board needs to work with the membership committee to establish clear criteria for the membership audit.</p>	<p>Claire</p> <p>Board</p>
Board Communication	Proposed idea for conference call for board members. Calls to be topic specific, time restricted, as needed for communications that need to be discussed outside of the monthly board meeting.	Rich Sider will be asked to set up procedure.	Proposed by Paul Les to ask Rich
Old Business	<p>Melissa Bowers was approved as DCRE via email and announced to congregation on 7/14/13.</p> <p>Meeting time length and start time approved.</p> <p>Air conditioning issues. The County required a certificate of asbestos inspection before work could be performed. An inspection was conducted and the building was found to have asbestos in the ceiling. As long as the ceiling is not disturbed, work can proceed. The asbestos report will be saved in files and in the lock box. The air conditioning project has</p>	Board meetings will continue to be on the second Sundays at noon in the HUU office. Meetings will strive to last no more than one and a half hours.	<p>Les and members</p> <p>Les,</p>

	<p>been delayed to the end of July.</p> <p>Board Retreat- Sept 14. Schedule 9-4pm Discuss the goals of the retreat during the next board meeting August 11, 2013,</p>	<p>Gabriela to host board retreat. Board should send ideas via email before next Board meeting</p>	<p>Gabriela, Grayson All Board members</p>
New Business	<p>Les- Concern expressed about the liaison system - reports from each committee during the board meeting each month. The liaison between the Board and all committees needs strengthening, its purposes reviewed and its effectiveness enhanced. The liaison system was discussed and some preliminary ideas were presented. For example, rather than reporting each month, each committee could report quarterly on a rotating basis. It was also felt to be important that liaisons have face to face conversations with committees to gather intentional information to bring back to the board meetings. The goal would be to build relationships between the board and committees so that better communication will occur between committees as well as within the congregation.</p>	<p>Possible structure for committees involvement during board meetings: 30 minutes for committee reports 3 committee reports per board meeting Each committee report once per quarter</p> <p>Continue "Liaison" system conversation at the Board Retreat</p> <p>Touch base with each committee to see if they have any issues for the discussion at board retreat, including, specifically the liaison system and communication with the Board. By the end of August.</p>	<p>Les</p>