

Harrisonburg Unitarian Universalist Church

Board of Trustees Meeting Minutes

Date: January 10th, 2016

Time: Noon to 1:30 PM

AGENDA

Item	Topic & Discussion
a	Moment of reflection/reading of HUU Mission
b	Volunteer to take minutes
c	Approval of December minutes
d	Review of agenda for changes/additions
e	Budget update distributed earlier via e-mail
1.	<p>Follow-Up Items from December Board Meeting</p> <ul style="list-style-type: none"> a. Follow-up process with members who stop attending Discussion about who is best to reach out to these people. Conversations are being had between the caring committee and membership committee. Wonshe is assisting the committees in collaborating on this issue. b. Recommendation regarding adding insulation to attic. The board voted on this last month, but it was not reflected in the minutes. The Board voted again approving funds to add insulation to the attic.
2.	<p>New Business:</p> <ul style="list-style-type: none"> a. Discuss RE Staffing/review process to fill DRE, as Melissa will be leaving at the end of the school year. Discussed how we should update the job description & whether or not to include the safe church policy development as part of that. Wonshe said that a challenge is the variability of numbers and ages of the children coming to the RE and that using a mixed aged curriculum would be easier to utilize. Rich suggested appointing a small 3-person group to handle interviewing and recommend DRE hire to the board. Wonshe/Melissa/ and possibly a parent. Grayson stated that the Board is the hiring body for staff positions and needs to be involved at some level. A concern is the CYCORE committee and it's lack of members. Grayson said that he would contact Nancy Barbour to see if she would be willing to serve on the committee and help with in hiring process. Another matter is the development and implementation of the safe church policy. Rich recommended focusing on the hiring of the DRE and reforming the CYCORE committee as a priority. Linda offered that the new DRE should not have the burden of implementing of the safe church policy. Will need to process this issue later. b. Two communication tools: Website & Email – next steps? Grayson said he talked to Pat about the matter. Rich said that we have to be thinking about the possibility of changing the web host and updating the website. Additionally the email has been less reliable - we need to consider a different email service & finding a free service has challenges. Wonshe mentioned a concern for how long Pat will want to or be able to continue to be the webmaster. Linda mentioned that having a member of the congregation be the new web master would be ideal, but would most likely have to pay someone. Rich recommended not making a general call to the congregation, but to select a few people from the congregation that we know to be IT specialists to offer suggestions. Rich agreed to contact Ralph, Sue and Sarah for their input. c. Donate \$ to National Kidney Association in memory of Faith Neel?

Grayson suggested that we make a donation and develop a policy going forward for future needs. Linda proposed we make a token contribution of \$50 in honor of Faith Neal.

Board voted unanimously in favor of 1) making the \$50 donation and 2) that this will be a precedent we will follow for any future HUU deaths - \$50 to the charity of the deceased or family's choosing.

- d. Jan 31 Town Hall: Propose last ½ for introduction of what Board has charged the CLC with & then Q&A for CLC. Grayson proposed to review the role of the CLC before the Q&A. This was agreed.
- e. Spotlight for February Pot Luck? Other committees that need to be highlighted:
 - Caring committee (Feb. based on the recent events & being valentines day month)
 - Finance – March
 - Membership – April
 - Social Justice - May
 - Fellowship – June
 - July and August – will have some other type of spotlight
 - CLA – Linda wants to do in the fall
- f. Proposal regarding facilitating a circle process with a meeting of all committees (Wonshe explained circle process is a technique to provide a safe space to promote dialog within groups). Wonshe – presented her thoughts on having all the committees meeting and interacting with each other. By having the individual committees using this process, it will make it easier to have the committees use this process later.
- g. Committee Updates
 - B&G: Grayson updated that Charlie has cleared the attic and has put walking boards up to facilitate insulating the attic. New light in the parking lot has been requested. Water fountain – doesn't work, there are plumbing issues & Charlie recommends removal. The board approved removal of the non-functional water fountain in the kitchen area.
 - Linda reported Adult RE wants to start a Muslim Faith & Culture series in the fall - planning to bring in visitors
 - Social justice – has been active.
 - Richard reported that Sunday Services is looking to have Dee to do more with choral development and discussed the upcoming training on the 23rd (for facilitators).
 - Caring circle - it was felt that the Caring Circle has modeled the type care that we would hope can be provided for future needs.
 - Joys and concerns guidelines. Discussed how to effectively provide guidance as to what is appropriate – it was agreed to let Sunday Services continue to handle.
- h. CLC Update
 - Wonshe – reported on her 3 primary directives:
 - Staff – Office Administrator support is needed and we agreed to add 2 hours per/week to the OA position for the time being. Wonshe as CLC is also looking at her own hours and realizing the need to keep that in check.
 - Support congregation's spiritual growth – of those not returning many have identified lack of spirituality as a reason to not return. We are a small congregation – with lots of board members and committee members and members who know each other. Need to remind ourselves to be welcoming to those who are not here yet.
 - Wonshe explained the Circle Process – sit in a circle and as equals and share from feelings not intellect. Provides opportunity to be present and focused and feel safe to share. Learning to listen and not forming responses while people are talking and sharing. Grayson offered that there are similarities to the Covenant group process and there is a learning curve. Linda felt this concept is useful and thinks it will help. There was discussion around how Wonshe might manage her time. Grayson

	<p>mentioned the need to be both internally and externally focused, but he feels it is more important to focus primarily on internal connections and not as much on the external for the time being. Rich suggested that as time progresses the CLC will most likely not have as much of a conflict over hours available. Wonshe feels like she wants to pare down by delegating some things, including not being as involved in a Sunday service. Rich felt the Sunday Service to be an opportunity to increase visibility of the CLC role.</p> <p>i. Community Feedback – felt we had already covered this more or less.</p> <p>j. Additional identified agenda items to discuss today - Interfaith association position paper</p> <p>Linda mentioned the Article from the DNR and the Faith in Action meeting. Gabriella has been in contact the Muslim community, Wonshe went to the meeting. A new position paper will be publicized in the DNR and HUU may want to be included as a signer - do we want social justice to take the leadership role in this? Grayson recommended we contact Ralph about this and ask for a recommendation from the Social Justice committee to the board and this was agreed.</p> <p>k. Agenda items for February 14 Board meeting – skipped, as time was short.</p>
3.	<p>Looking Forward:</p> <ul style="list-style-type: none"> • Nominations • New Facilitator/ Presenter or Retraining. UU orientation on Sat., Jan. 23rd • Shared Ministry service (tentatively on Jan. 24th) • January 31st Town Hall • Update on Safe Church at future date, ascertain timeline • Budget Requests due - TBD • HUU Auction is Saturday, March 12th, 2016. • Pledges due Sunday, March 30th. • Review first Budget draft for approval by board April 10 or May 8? • May 1st Pot Luck to be held at Hillandale Park in memory of Bernie Mathes • Annual meeting May 22nd.
4.	<p>In our minds and Hearts:</p> <ul style="list-style-type: none"> • Paul Revell