

Harrisonburg Unitarian Universalists Board meeting minutes November 13 2011 at HUU 12.00PM

Board Members Present: Norma (facilitator), Willow, Les, Kevin, Angelina Others present: Meredith

Decisions by acclamation. (NA = not applicable).

Item	Discussion	Action/Decision	Target Date - or -Due Date	Responsible Person	Status Pending Complete Revisit
1. Opening chalice lighting and mission statement	-				
2. Tasks assigned	-processor observer, time keeper and issues bin				
3. Community Feedback	-September online board meeting notes received favorable comments				
4. Minutes	-October minutes approved -Meredith will send them to Pat for posting				
5. Treasurer's Report	-Angelina presented Treasurer's report -Les complimented Angelina on its organization				
6. Office Administration	-Meredith currently at work on 2012 refreshment schedule -Mike Quayle graciously volunteered for Christmas Sunday refreshments				
7. Building & Grounds - Les	-Meeting for B&G coming up -Termite inspection found no termites, but preventative treatment recommended -Board discussed wiring of building -Board discussed consultation by fire department				
8. Caring Circle - Willow	- Caring Circle met at Elizabeth's house - Card for Mary Hahn was sent - Caring Circle discussed cards for births, deaths get well and anniversaries. -Caring sends cards, if they know about event				

	<ul style="list-style-type: none"> -Board discussed cards for membership anniversaries -Board discussed coordinating meals for members who have surgeries, etc. -Caring Circle doesn't really know if they can take meal-a-month on -Forms for Caring Circle are in hymnals -Caring Circle discussed sending cards for kids' birthdays, if they can get that info reliably -Meredith is glad to help Caring Circle in any way -Board asked Willow to let Caring Circle know they appreciate what they are doing 				
9. CYCORE - Norma	<ul style="list-style-type: none"> -Julie presented report -CYCORE recommends that a Task Force be formed for Safe Congregations -Children's RE going well 				
10. Finance - Angelina	<ul style="list-style-type: none"> -Finance Chair Jim Hollowood has called for budget requests, to get ready for next year -Board needs line item to submit for budget -New Kinko's account official, and HUU will now be billed monthly -Meredith to give Kinko's card to Angelina when it comes in mail -Account will have only a few authorized users. Angelina would like to keep it as simple as possible. <ul style="list-style-type: none"> -HUU now has a Sun Trust debit card for church purchases. It can be used exactly like a request for reimbursement. Submit a request for a purchase, then Angelina or someone authorized can come by and pick it up. -Our new Intuit payroll system is now online. We will eventually swap Quickbooks for ICON. Rich Sider uses Quickbooks and finds it very user friendly. -Jim Hollowood has asked to step down from Finance Chair. He will finish his term. Rich Sider proposed to be new Chair. Rich is currently Vice-Treasurer, so we will need a new Vice-Treasurer who attends services regularly to take care of duties. 	<ul style="list-style-type: none"> -Meredith will contact Sunday services to see how many people need to be authorized users 		-Meredith	C
11. Membership	<ul style="list-style-type: none"> -Membership will be meeting later this month 				

- Eric					
12. Personnel Subcommittee - Angelina	-Personnel plans to meet				
13. Shared Ministry - Kevin	-SMT plans to meet later this month and will have a report next month				
14. Social Justice - Eric	-Willow to contact Ralph about Social Justice proposal -Need a new Chair -Have an excellent candidate, but need to confirm				
15. Sunday Services - Jennifer	N/R				
16. Welcoming Congregation - Angelina	-At Congregational Meeting, vote overwhelmingly positive to move forward. All documents submitted with UUA. Process takes about 4 weeks. Angelina has stepped down as Task Force leader, and Richard Wolf stepped up. -Kevin asked if this will not be a Committee rather than a Task Force, since Task Force implies temporary status				
17. Church Growth - Kevin	-In the beginning of December, everyone who was at the growth meeting was asked for their vision of healthy growth at HUU. They will be integrated into a final version of Mission Statement. A meeting is planned on January 15. -Kevin is working on putting the words together and will ask for input through email. He intends to finalize it at our January 8 meeting. -Willow complimented Kevin on his writing. -Norma thanked Kevin for his guidance and work on this issue.				
18. Small Group Ministry - Les	- There will be a facilitator's meeting soon -At last meeting a lot of issues discussed, very productive -Intention for groups to continue indefinitely, so should this be a Committee rather than a Task Force? -Board discussed a standing announcement about when Covenant Groups meet and where.	-Les to write up an item. Meredith to		-Meredith, Les	P

		include it in E-News			
19. Safe Congregations	-CYCORE suggests 1 minister on Task Force -Kevin will contact CYCORE and Mike Quayle to see if hw will be on Task Force. Willow will step in as a minister if Mike is unavailable				
20. Old Business	a. Nursery Exit – B&G still working on it b. Board Appreciation Dinner – in the works c. Mike Quayle's quarter CCC report presented d. Board retreat - Board retreat discussed. A time to reflect on bigger picture and vision for future would be welcome, instead of the nitty-gritty day-to-day stuff the Board currently focuses on. Retreat usually in January but suggested this time for late winter or early spring.				
21. New Business	a. Cancellation of services due to weather. Old protocol doesn't seem to be in place anymore. Board discussed new protocol, and need to consult with B&G and Sunday Services. b. Board decided on going ahead with Jan 1 Potluck. c. Board discussed Leadership Training in Richmond, and how it might be paid for, and if we could make this a regular thing. e. Angelina discussed the beautiful banners she saw at GA, and proposed a contest to design a new one. Board suggested consulting with Sunday Services. f. On that note, perhaps the OOS cover needs an update. Again, consult with Sunday services. g. Kevin brought up the JMU campus ministry. BYOS is down to 2 members now, and it would be nice to see some interaction with our congregation. Can we send some HUUers to lead a discussion? Board discussed how other UU churches do youth oriented services.	-Get clarification from Merle and Bernie on B&G's and Sunday Services involvement in calling for cancellation -Les will check with the District to see if they are still doing it -Meredith to put it in E-news		Norma/Jenn/ Meredith Les -Meredith, Kevin	C P P

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The meeting was adjourned at ~ 2.00 PM. Next meeting 12/ 11/ 11 with Norma as facilitator.