

**HUUC Board of Trustees
Wednesday, October 12th 2016
Board Meeting Minutes**

saved as: Board minutes 2016 10 draft

Present: Rebecca St. Clair, President; Tim Hamlin, Secretary; Peggy Humphreys, John Wilkinson, Poppy Hernandez, Bruce Froelich
Absent: Jeff Ochsner, Vice-president
Guests: Amy Wilkinson, Susan Fabrick, Lisa Medendorp

1. Chalice lighting / Check ins

2. Acceptance of August 2016 Minutes:

The following change was suggested: Page 3, item d), second sentence changed to; "The board approved Bruce's request by consensus.

Motion by Poppy with second by Peggy to approve minutes; Approved with the noted change.

3. Guest Presentation; None

4. President's Report by Rebecca St. Clair

Rebecca reports that the Treasurer's, Bookkeeper's and Finance Committee reports may be less regular due to changes in staffing.

5. Committee Reports:

- a) Religious Education: A short verbal report by Tim Hamlin: City of the Dead being the primary focus with a big, successful event this year. Almost 600 total in attendance. Lots of very positive feedback from attendees. City of the Dead receipts reviewed (Gate receipts = \$2,874; donation for printing = \$50; total received: \$2,924. We are on target with total pledges assumed for the current budget year. Noisy offering collection for October was \$47.85.
- b) Finance Committee and Treasurer's report: Bruce Froelich; verbal report and written reports:

Deborah Margules, Bookkeeper provided a written report. She requests guidance on the question of whether to pay a worker's comp. Bill (We, no longer, have employees who fit within worker's comp.)

Bruce made a motion to advise Deborah to eliminate the worker's comp. Premium from the budget and to not pay the current bill. Second by Tim; Approved.

John Wilkinson made a motion that the Treasurer's and Bookkeeper's reports be accepted as written. Second by Poppy; Approved.

c) Worship/Music: Rebecca

Worship services are OK through December. There are many UU ministers who used to be available to us who are no longer available. Board members asked to keep this in mind and to think of alternative speakers to offer to Worship/Music Committee.

d) No reports from Caring Committee, Social Action, Building and grounds, Publicity or Membership.

6. New Business: (Note; items were discussed in a different order – they are printed in the minutes in the order of the agenda)

a) National Novel Writers Month event request by Anna EldenBrady

Anna requests use of the building for 2 Saturdays in November for meetings regarding a national event where writers are challenged to write a novel within a month. These would be on the 5th Saturday with the other event being two weeks prior to that. There is some uncertainty re which Saturdays but there is confidence that Anna will coordinate with any other possible events (unlikely).

A motion was made by Tim to accept Anna's request as a blanket approval for any Saturday in November; second by John to approve Anna's request; Approved.

b) Petty Cash Policy

Rebecca provided a draft of a policy/procedure for the use of a new petty cash account for procurement of routine items such as toilet paper, coffee, etc (Evelyn Peterson has volunteered). A copy of the procedure is attached.

Tim made a motion to approve; second by Peggy. Approved.

c) Political Policy

A lengthy and spirited conversation took place re the possibility of renting the building out to a political party for a fund raiser or other gathering. Agreed to were that the IRS policy as well as current church building use and building rental policy would allow such use of the building as long as there is no political favoritism in doing so. The question remains as to whether such rental is appropriate.

Some felt that our UU principles call us to be 'open' and to encourage open 'debate' and conversation and that this suggests we allow any political activity.

Others feel that there is a risk of creating tensions within the congregation (depending on who is granted use of the building and that there is a much more complex and risk filled backdrop to political activity at this time. A sense that political discourse – particularly from some candidates and parties – could become crude, and very negative very quickly was expressed along with the idea that our building is not, just, 'a building' (like a museum or rental hall) but it is our sacred space and that political meetings are not in keeping with the sacredness of our space. Several have felt (and been), personally, threatened of late, as well.

There was discussion of, possibly, bringing this question before the congregation. If we decide that we will not allow political activity then, the current policies will need to be changed (They are posted on the HUUC website).

The possibility of bringing this up with Fred Wooden for his assistance was raised.

This item was tabled for the time being.

d) Endowment Proposals

All Endowment proposals are due to the Endowment Committee for consideration during the month of November. The endowment committee will determine grants during the month of December.

The list of 'church needs' was reviewed. From that list several ideas for grants were considered worthy of Endowment Committee consideration. They are a large bookshelf between the office door and the east wall (along the north wall) to provide a large amount of storage with a relatively small footprint in the social hall. Also, poster display hardware that would allow a large book type poster display rack(s) as an alternative to multiple bulletin boards in the social hall. Also, an alternative to that might be a dedicated computer with touch screen that congregants could review information on. It was agreed that Tim would write up proposals for the shelf and the poster display racks and would provide them to the Space and Grace Committee for their final approval before they go to Endowment.

One other recommendation for an endowment grant is expenses for the annual General Assembly as it is desired that this be a relatively secure piece of funding and it is not in the budget.

7. **Old Business:**

a) Building items; stair lift (tabled due to time constraints).

Various upcoming events at the church were brought up. The serving of alcohol was

discussed. This is allowed if it is not sold.

A motion was made by Peggy Humphreys; seconded by Jeff Ochsner to fund up to \$150 for beverages to be served at the upcoming event. Motion passed.

b) Fred Wooden

Fred will be back on October 23rd from 4:30 to 6:00 pm (Potluck). Rebecca requests we, all think of where we want the church to be in a year and to provide suggestions to her via email before the 23rd. Board members are asked to participate in both the sermon talk back after Sunday Service on the 23rd and in Fred Wooden's workshop.

8. Adjournment:

Motion to adjourn by Peggy, second by Bruce; approved at 8:47 p. m.

9. Dates: Next Board Meeting: Wednesday, November 9th, 2016 at 7:00 p. m.

September Newsletter deadline: **by 5PM Tuesday, November 22nd.**

Respectfully submitted:

Tim Hamlin
Board Secretary

Harbor Unitarian Universalist Congregation
Petty Cash
Account #501

1. The Purchaser of goods using funds from the Petty Cash account will receive an initial check in the amount of \$100.
2. Goods needed are itemized on a list posted on the kitchen door and consist of kitchen, bathroom and office supplies.
3. Purchaser will keep all receipts.
4. Once a month Purchaser will submit receipts along with a check request form to the Bookkeeper.
5. Bookkeeper will reimburse Purchaser with a check in the amount of the sum total of the receipts upon receiving check request form and all receipts.
6. In this way, Purchaser will always have \$100 available to make purchases from Petty Cash.

Procedure approved by HUUC Board 10-12-2016