

**Unitarian Universalist Congregation of Grand Traverse  
Joint Meeting of the 2013-2014 Board of Directors and Incoming Board  
June 17, 2014**

**Call to Order - 7:00**

**Present - Rev. Howe, Marco Cabrera, Betsy Emdin, Karl Love, Richard Miller, Sally Mitchell, Janet Zerbel, Jerry Beasley (incoming Board member), Rabbi Chava**  
**Absent- Jan Geht, Kay Sturgeon (incoming Board member)**

**Chalice lighting, Opening Words:** recite Board Covenant

**Check In**

**Additions or Changes to the Agenda -**

**Include discussion of DRE position, approval of special meeting minutes, funding of installation of Rabbi Chava - new business**

Volunteer web page, funding for Marco's GA - pending business

**Consent Agenda**

May Minutes, and June special meetings minutes - approved

Treasurer's Report - approved

Staff Report (Cassie) - move to Committee Reports

**Committee Reports**

**Minister's Report**

**1) responsibility for locking church Sunday after services. Karl moved to add to facilities management team that they are responsible for securing the church building after service on Sundays, or delegating responsibility to the chair of SSC.**

**For all other events, the person responsible for the event is responsible for securing the building. A line will be added to the facility teams committee description. Seconded by Marco.**

**Discussion -**

Events after church service. Someone from each group has key to relock. Is there an issue of having too many keys out? Possibly consider keyless entry. Need to know who is responsible after each event. Global Calendar (on the web) should show who is responsible.

Motion passed.

**2) RE recently hired a nursery assistant. She will be assisting with Friday night out during which non-members participate. Money is thus being spent for non-congregational event. Should be considered by the Board.**

**Discussion -**

This should be a recommendation by the RE Committee as to how their budget should be used. Is it outreach? their decision. Offering services outside of the congregation and in a sense, opening ourselves to liability. Would our liability insurance protect us? Leslie should check. Karl moved that we refer this matter to the RE committee to discern if that's the proper use of how they want to fund that ministry. Marco seconded.

Motion passed. Marco will inform RE committee from the Board email address.

**Policy Committee**

No report. Comments: Marco will not be able to be on when he becomes President so we'll need another member. Richard noted that the by-law changes have not been added to the web site.

**Personnel Committee**

Karl submitted minutes of 5/19/14 meeting with 2 additions to the list of topics to be addressed by the committee: Evaluations, Development of a personnel committee annual calendar.

Discussion of insurance options.

**Pending Business**

Safe Congregation Policy - update on members. Joe Cook, Gail Trill, Ann Marie Love, DRE and Minister. The Policy to be put up on googledocs for their ability to edit. Karl & Marco will follow up.

Consideration of appointment of a Recording Secretary - This is still our intention. Betsy has agreed do it contingent on her work schedule.

Leslie's request to identify funding for Marco's trip to GA - Attempted to connect with Jan by phone, as prearranged, was unsuccessful.

## **New Business**

On site computer access/Donation of computers:

Marco - IT Committee description in process. Donation of computers for use by congregants for emailing. Install filters to avoid misuse. Marco moved that we have a location for congregants to access the internet. Karl seconded. Motion passed.

Extension of Wifi: update :

Marco - Equipment has arrived. Marco came to test by swapping wired router. Everyone has access to internet and everyone can print. Internet has not been available to all. Marco and friend will continue working on internet network; getting whole building connected.

Web page:

UUCGT web page to be expanded to show how we interact with congregants and staff. Two pages to be added - volunteer page so committees can have visibility; UUCGT in the news. Marco moved to have permission to do the pages. Karl seconded. Motion passed.

Distribution and explanation of Board packets

Marco briefly reviewed packets to help new Board get up and running efficiently.

Start-up Workshop w/ Lisa Presley

Date Oct. 11/12 Richard will send note to Lisa Presley. Discussed "Start-up Workshop"; possibility of a conference call so we can make best possible use of the workshop.

Stewardship Chair

Reminder that we need to work towards getting someone for the position. Blanket all possible genres of communication: Web page, Sunday service, Beacon, Flash, volunteer fair. Marco will create the page. Betsy will write it and have Linda include in publications.

Custodian Job Description

Crystal has been taking care of indoor plants and that needs to be added to that job description. Motion to that effect - Betsy. Karl seconded. No change in hours/pay. motion passed

## **Announcements**

Delegates to GA - Marco, Sally, Emily, Cheryl. Richard will write a letter for Marco so he gets the discount as Pres. Elect. Richard will contact Jan for help with funding Marco's UUA GA.

Karl suggesting taking a picture of this year's and last year's Boards for archive.

**Next Meeting: Tuesday, July 15, 2014, 7:00 - 9:00 pm. Next Board anticipates keeping the same schedule for meetings.**

Next month's closing words - Cassie

**Extinguish chalice and Closing Words:** Richard - The Three Goals

**Adjournment 8:50**

**Respectfully submitted  
Janet Zerbel, secretary**