



PEOPLES CHURCH
UNITARIAN UNIVERSALIST

4980 Gordon Avenue N.W. Cedar Rapids, IA 52405 | www.peoplesuu.org | 319.362.9827

PCUU Board of Trustees Monthly Meeting Minutes

January 24, 2018

President Robyn Miessler-Kubaneck called the meeting to order at 6:17 PM.

Present: Robyn Miessler-Kubaneck, President; Kathleen Mavity, Vice-President, Gary McGraw, Treasurer; Kathy Juba, Secretary; Scott Mansfield; Geoff Johnson; Mike Meshak; David Wise, Acting DRE.

Absent: Rev. Rebecca Hinds (Written report shared.)

Chalice Lit: Robyn lit a virtual candle to bring light to all that we do.

Reflection: Members of the Board were assigned to read the fourth chapter of Gilbert Rendle's Leading Change in the Congregation: Spiritual and Organizational Tools for Leaders. Kathy led a reflection of Chapter 4: Welcome to the Wilderness: The Spiritual Journey of Congregational Change. The Board's "take away" from this chapter was that some congregational pain is okay, some chaos is good; the leadership should not take full responsibility for the chaos and solution; don't get sucked into going for the solutions right away; and we need to look at the pain and be aware that we can't change everything. "Remember the possibilities." Geoff will lead the discussion on Chap. 5 in February.

I. Regular Agenda items:

December Board meeting minutes: Corrections: (1) Geoff was absent. (2) Jo Wasta emailed Robyn to clarify the purpose of the Aesthetics and Design team's appearance at last month's Board meeting. The minutes will be corrected to accurately reflect their stated purpose. (3) Kathleen will also be involved in planning the Mission in Action workshop. (4) Under updates: add "Building and Grounds" to the item about proposals.

Approved: Kathleen Second: Mike Passed.

Treasurer's Report: Reviewed. The year ended with a slightly bigger loss than hoped, but less than budgeted. Highlighted on the balance sheet was that endowment went up about \$100,000, due in part to the stock market. Gary also shared a suggestion from the Finance Committee that as the Board works on Policies and Procedures, tighter accounting of the money from fundraisers needs to be instituted. In addition, any money raised should not go home, but placed in the safe in the church office.

II. Approve Rev. Rebecca's Housing Allowance

The motion to accept Rebecca's proposal was made by Scott. Seconded: Mike. Passed.



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III. Aesthetics & Design Team Project Proposal

The Building and Grounds Project Proposal submitted by A&D Team to rejuvenate the rose window is \$2100. Robyn says we have the money to do this from the Shuttleworth gift. The work will be done by the same person who has already done the star window. He could start in early Feb., Judy Price explained.

Geoff moved to approve the proposal for \$2100 to be paid from the Shuttleworth account. Scott seconded. Passed.

IV. Church Policy Initiative

Kathleen and Rebecca met and worked on the draft Policy on Policies and are presenting their version 6 here. Kathleen asks that people take this home, read it, and make some decisions on parts that are highlighted. Most needed:

1. Scope: what activities/situations are important enough to warrant a policy. (What are the circumstances that would lead us to a policy? Kathleen is looking for a narrative rather than having a list.) Kathleen cautioned against identifying procedures instead of articulating circumstances.
2. On p. 8: Minister, Board action policies. What limits are needed to be placed on the minister.
3. On p. 9: E3. How will the Board and minister ensure compliance.

Homework: read those parts and send answers Rebecca and Kathleen by Feb. 14. Think of other situations where you have interacted with both good and bad policies. Kathleen cautioned to not worry about wordsmithing, just the ideas.

V. Mission in Action Workshop (Retreat) Update, February 3, 10 AM to 2 PM

Rebecca, Kathleen, David, and Robyn drafted the schedule. The purpose of the workshop is to make sure people know what the mission is before we start working on it. Robyn requested that the Board come a half hour early to help set up and stay after to help with clean up.

The planning committee would like to have another workshop soon to build on the momentum, possibly in June.

VI. Church Leadership



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Robyn led a discussion based on answering the following questions: What do we want leadership to look like at Peoples? What kind of responsibilities/expectations do we have of a leader? Responses included the following:

Kathleen: project defined leadership.

Gary: hard to characterize all new members because they come in with different skill sets.

Robyn: some newer leaders may need a mentor/co-leader to help with knowing the church. Also, wants people to willingly jump forward to volunteer for Board and other leadership positions.

Mike: maybe need some “stepping stones” within the church to gain experience in different areas of the church.

Geoff: has had a positive experience with a church having an annual conversation with individual members to ask about their specific’ interests as well as updating their contact info.

VII. Updates

- A. Girl Scout Cookie Sale The church will provide a table for all civic related activities/fundraising that our children/youth request to do within the church. Parents will be given the freedom to decide how they want to organize it. The Board will revisit this practice in a year.
- B. Fundraising Policy (see above in Treasurer’s Report)
- C. Membership Letters Robyn explained the process for the end of the annual pledge drive with people who stated they no longer want to be members of the church or were not able to be contacted during the drive after multiple efforts by multiple people. Robyn & Rebecca talk to these people, and then send a letter to those who don’t want to be members. The others are sent a letter saying they were not able to be contacted and to please contact church about their intentions. This year, nine letters went out with two of those to people who were not able to be contacted. Postcards for the upcoming Mission Workshop went out to 90 households.
- D. Exterior cross window repair: Scott Gay inquired about a budget. Scott will research options and eventually submit a proposal.

Adjourned: Motion made by Geoff. Passed. 8:18. PM

Respectfully submitted,



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Kathy Juba

Secretary