



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

March 10, 2019

Kathleen Mavity, President, called the meeting to order at 6:17 PM.

Present: Kathleen Mavity, President; Jude Johnson; Mike Meshak; Geoff Johnson; Rev. Rebecca Hinds

Absent: Kathy Juba, Co-Secretary; Gary McGraw, Treasurer

Board secretary for this meeting: David MK

Chalice Lit: Rebecca: blessing!

I. Staff Reports

Minister's Report: Question on custodial duties. Rev. working with volunteers to take care of trash and stair vacuuming. We will see how it goes with the work and hours. Concerns about the quality of the work. To evaluate expectations of quality on two month's time based on the job description. Decline in attendance in February: May be due to snow and snowbirds.

DFF Report: Reviewed.

OC Report: Reviewed.

II. Treasurer's Report

We are holding steady in January. Good cash on hand. One or two bills still waiting to clear. Hills Bank and Building bank amounts will come down.

- Q: Prepaid pledges helpful? A: Need to manage cash flow for the year.
- Rev. asked Bookkeeper to eliminate 2335 line item
- January was a good month for pledges; endowment distribution from common endowment fund; expenses were normal generally; paid insurance bill for the year; \$1,600.00 net income in January. Starting the year in the black.
- Contract services will get hit hard for snow removal – will likely see the change in March.
- Staff amount is low due to payment of Christine's salary for only two weeks.



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III. Form Bylaws Committee

- As necessary ad hoc committees; each of the three people look at them separately, bring to April board meeting, present at May Congregational Meeting. Meeting to vote. Scratch out Laura's comment.
- April 26th sending out notification.
- Board makes recommendations and congregation votes
- Current By Law, Proposed Revision, Why?
- Rev. Rebecca, Kathleen, Mike M.

IV. Continue Work on Policy Manual

Review: parts in RED that might need further discussion

Decide if anything now strikes you as needing greater clarification

3.4.3 Values, Missions, Ends, and Minister Limitations policies will be monitored at a frequency and by a method by the Board. The Board can monitor any policy at any time by any methods, but will ordinarily depend on a routine schedule.

Accordingly, the Minister shall not:

4.8.2 original: Withhold from or provide untimely or inaccurate information or notification to the Board concerning relevant trends, public policy initiatives, public events of the church, material external and internal changes, particularly changes in the assumptions upon which any Board policy has previously been established.

Changes offered by president via email:

4.8.2 proposed revision: Provide untimely or inaccurate information or withhold timely and accurate information about:

- relevant trends
- public policy initiatives
- public events of the church
- material external and internal changes, particularly changes in the assumptions upon which any Board policy has previously been established.

Approve to accept draft of policies

- Moved: Geoff; seconded: Mike; passed: yes



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V. Approve Business Meeting Minutes from 2/3/19 meeting

- At May 5th board meeting have a facility report and have time to discuss on our focus on Endowment, Capitol, or something else? Will try to meet at least a week ahead of time. Hope to submit what they (Mike and Scott Gay) have.
- Table review of Feb. BoT Meeting Minutes due to lack of handouts and lack of review of the minutes by members of the board.

VI. Music Group Task Force

Review: letter and recommendation

Decide: whether to approve adding a Music Expense line item to the 2020 budget

Kathleen: Brian took the lead on the Music Group Task Force -- "We really wanna to do something about our music." SurveyMonkey used with about 30% participation response.

Line item #5 of what the money would be used for at the bottom, money used for choir director or song-leader. After discussion, let's get rid of song-leader

Do we want to tell stewardship for 2020 that there will be a line item for music to consider?

Rev.: Will do that. I don't know.

David: Do we vote as a board for a line item?

Rev.: Not clear on that either. Receive and reflect on report and think about our commitment as a congregation on the music ministry that we do. Interested in reaction to report. Outcome would be to find money for support through various funds.

Mike: Worship committee? Who decides money for music, membership, or whatever?

Rev.: Scott Mansfield as a volunteer

Mike: Topic matching with lay leader or Rev. Rebecca?

Rev.: Communication link not working as well as it should

David: Confused about seeing line item on the report and priority vs. membership.

Jude: Don't you feel that music is part of what brings people in?

David: More strategic and beneficial to have someone focus on helping to engage potential, current, and future people and then down the road maybe doing music. That's my take on it from an organizational structure.

Geoff: One thing that I will comment on here is a song-leader might be good for cases like today with small turnout for church. Singing wasn't as wonderful as it usually is. One person with a microphone or choir to help. Awkward experience for visitors perhaps with technical issues.



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Kathleen: Here's what occurs to me. It behoves all of us and all of the incoming board members when anything like this comes up, does this in any way address any of our ends? I was comfortable having this on the agenda, because one of our ends is creating transformational worship experiences that awaken our compassion to action. Music is a big part of that. That's what our membership indicated. Is this appropriate for this to come before the board? I think it is because it's looking at the future. In terms of priorities, somebody working on music vs. membership in a broader sense--not just enhancing membership--I feel less certain because my heart says "please can we just get the music squared away," to have someone skilled in this is important, and where does it make sense for the board to be kicking in and providing direction in terms of when a stewardship campaign is addressed? How much guidance should the board be giving? This is the money we want and we know where we want to put it? Are we on track to be saying these are the priorities? This is what we want stewardship to be doing.

David: I'm coming into from all the data collected into the mission and beyond, and I understand that music can be important for a Sunday service. There was a huge demand for membership. I can't see how a music director would trump that given all of the desires and things that came up in our discoveries. And I'm not saying not to have music.

Kathleen: And I hear that. What I want to do is redirect a little bit. As a policy governing board, are we doing the appropriate thing. We've got information from this music development place. And we've got information from the congregation. Are we being appropriate in identifying this as a priority? I'm not talking music versus membership. I just want to confirm what I'm thinking of this as board time.

Rev.: I'm not sure. I'm going to go back to policies. Something about what the minister is responsible regarding the budget.

Geoff: What is the budget we're spending on this? How much is that, 4%, for the year?

Rev.: Less than half of a percent spent on guest musicians. Important to know, this congregation has not paid for 30 years with Scott volunteering.

Kathleen: Should I even have brought this to the board? It's going to be under the board governance process. How the board does it work. I would like you to look under the board job description, 2.2 job description. Board as authoritative link.

Mike: I'm torn. The board should decide we want a choir director. On the other hand, if that's part of the means it falls to the Minister. If I was a congregant and I can't see where the music money comes from? Maybe we need to validate the survey and the importance of the music? Maybe we need to put it out there as valuable. Some music is great and sometimes it's not. There maybe needs to be more emphasis on the music. Compared to the re-emphasis of value on Faith Formation.

Jude: Music is a third of the service at least. Children are now getting involved. I think it's a very important subject to discuss.



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Kathleen: So here's my next question. What I see us looking to do is find that sweet spot, between this hand--the Board--not getting its hands in managing everything possible and this hand--here's our mission, vision, ends--how can we as a board support that? So where's that spot? Would this be an appropriate discussion if we were talking about putting in better AV equipment.

Geoff: We have purchase limits in for that.

Rev.: Finance team deals with the budget. Is the thing that we're talking around is more linkage? I wonder if the board wants to learn more about how we're achieving our ends and how music is a part of this?

Kathleen: I know there are people in the church that music is very important. I'm wondering how the board finds a way to be responsive, "I hear that," not brushing them off and not get caught up in the minutiae. It's good for the board to know that this is an interest.

Rev.: Let's get away from the scarcity mentality. Good to expect you to see music in the 2020 budget with the finance team.

Kathleen: Would it be fair to say there's this small group of people who've done this. When we get information from finance, we will consider this recommendation when we look to approve what we will send to the congregation?

Mike: Ends or means, line item or linkage? It has to match and make sense.

Rev.: Group of congregants concerned about music in the church to wind up on the board agenda. People care about music. Reporting and linkage? Maybe we should be thinking about or staffing it. Whatever. If there are more questions we can go back to the congregation?

David: I have a question for future things as well. If someone presents an idea that they want to see happen as a line item, how many people do you need to say yes to that to make it happen?

Rev.: That's not how it works?

Kathleen: Like if you have two very noisy people.

David: Does the Minister just describe? How do we make the decisions based on resources?

Rev.: Financial planning and budgets, 4.3. So when I read this when in conversation with other policies, the Minister and the Finance Team are doing the work of budgeting. So perhaps this should have come under the Minister's report. Perhaps having it as a separate line item to have it in the Minister's report and here's what's up. So in terms of a line item for a bowling or skee ball team.

David: I'm trying to figure out the decision process.

Jude: I think they did a great job in listening to what people were saying and put out the survey.

Rev.: In terms of how this plays out. The Minister and Finance Team are going to put together the budget and present it to the board before going to the congregation. Many checkpoints along the way. We get to be in conversation.

David: I don't know how much we should be seeing of the development along the way, or just entrusting you to make the right decision?



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Kathleen: I am wondering I think the point about bottom-lining makes good sense. This maybe would have been better in the Minister's report. Good conversation to figure things out now for future boards. If we want to end up in a point where congregants know they have something important, they can let the board or Minister know and I don't know that we need x% of the congregation to be interested in something, but I think that in terms of the board involvement, maybe it comes back mostly to the Minister who makes the means decisions to help us live our ends. And the board's role, however many people said they want this--we'll look to see what the minister wants to do and compare those actions against the limitations.

David: So if 20 people said we want music or if 1 person said they want music.

Kathleen and Geoff: Minister can do whatever they want so long as they don't jeopardize the congregation.

David: At what percentage or metric can we agree--at what point does the value become yes vs. no.

Rev.: My job is to not give people what they want. What matters is that we're living out our end statements. There is discernment in that.

Mike: If this congregation never had a disabled person and one joins, now we need to have accessibility. Same with trans bathrooms. We need to be flexible for the future.

Jude: And sometimes we won't see things until someone points it out to us.

Kathleen: It's more comfortable to use a tipping-point. It may not be practical with the new policy-government. Not practical. Less a matter of numbers and more a matter of trusting in the Minister.

David: Why was a survey needed?

Kathleen: This is one thing I'm struggling with. How do we enable the congregants to know that we are listening to them without being at their mercy and be expected to support every pet thing. People got involved. More that could be done and take it to the board, maybe to get more money. That's why the survey was done. Hey this was important.

Rev.: The survey wasn't needed. It's what the music task force decided to do. How deeply music serves the congregation. We want to hear more than five voices, to help them think about ideas with more information. Similar to the RE task force talking to people. It was the model to use for this. Let's learn.

David: Would like results of the survey.

Jude: Survey as more guidance of the task force.

Kathleen: Recant decision for line-item of music from board to Minister staff report.

Takeaway: As we are learning who is responsible for what, we as a board decided to not include the line item for music on the budget and instead to have that included in the Minister's report.



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VII. Updates from BoT and General Q&A

Parental Leave is covered for all six weeks for Rev. Rebecca.

- David Wise on call for pastoral care reasons.
- Diane in IC is not having knee surgery and is available.

VIII. Reminders

- Proposed By Laws revisions
- April 26th, things sent out to congregation
- Board will lead **forum on 5/5/19** to answer people's questions about bylaw changes--please attend!
- Two weeks before the congregational meeting, May 19th

IX. Gardening

Sharing property for gardening with St. Mark's members:

- Hey, let's get our garden in good shape to grow and Feed Iowa First.
- St. Mark's. African refugees lost some space when they expanded.
- Rev. Rebecca, Feed Iowa First contacted PCUU first. Let's see what we can do.
- Referred to Tim, Carol and Rev. to talk about garden potential.
- However, no people with energy for gardening at PCUU. Let's have a forum to test.
- Rev. to decide who gets to use the garden spaces.
- Marcia didn't want to step on toes because Feed Iowa First was in the program.
- Kathleen to direct Marcia to Rev.
- Avoid harming gardens if St. Mark's as the plants do not look like what we are used to seeing here normally.

Adjourned: Motion made by Mike. Seconded Jude. Passed 8:22 PM.

Respectfully submitted,
David Miessler-Kubanek
Co-Secretary