

OUUC BOARD MEETING MINUTES

Thursday, December 12, 7 – 9:30 PM OUUC – Classroom 3

We are a liberal religious community that opens minds, fills hearts, and transforms lives.

Board Officers Present: Arnold “Fritz” Wrede, President; Christine Parke, Vice-President; John Tafejian, Treasurer; Barry Zickuhr, Secretary

Members at Large Present: Rob Radford, Don Melnick, James Trujillo, Brian Coyne

Ex-officio Member: The Rev. Mary Gear

Members absent: Sara St. Clair

Congregational members present: Ryan Baye

Opening words: Barry

Welcome and Check in

Review Agenda: Adding executive session near the end of the meeting.

Consent Agenda: moved to agenda for questions

Congregational Member Concerns/Comments Ryan just visiting

Ministerial Update Congratulations on successful congregational meeting.

Two items.

- This is the last year of her Preliminary Fellowship and needs a review by her supervisor: us. Due July 1, we need to be in conversation about how things are going. Form is on the website for review. Rev. Mary shared the expected competencies. There is a whole booklet on evaluating the competencies of ministers.
- Rev. Mary does monthly log for transition team and that’s used to give the report to the congregation. Rev. Mary offered to provide us the log so we can use that to help with the review.

Rev. Mary used the policies of 2.8 to provide a monitoring report. Distributed.

Discussed monitoring, calendaring, issues with the short timeframe this year.

Discussed next month’s monitoring report and the idea of just having a verbal report rather than a formal written one. Next month is Asset Protection. Need to ensure that any verbal report gets recorded in the minutes.

Suggested that we review the interpretations expected for next month. Rev. Mary supports a monitoring process that is useful for everyone and doable for the minister and the Board.

Discussed dashboard metrics. Sunday attendance, pledge fulfillment, membership numbers. Do the policies every couple years for example. Rev. Mary would like to review compensation & Benefits for January reporting, and do a verbal report on asset protection. This was generally accepted by the board.

Monitoring

- Governance Process
- Possible January work session on Monitoring

We need to review our process of monitoring ourselves and our progress. Agreed on the 25th, 9-noon. A small committee to pull together a proposal of: new monitoring strategy & schedule, board self-monitoring. Include verbal or written, metrics that are useful. Barry, Rob & Fritz. One suggestion is to make it a quarterly report. Make it briefer with a shared understanding. Eric offered a model of how it can be, but it may have been too much.

Review Previous Meeting Minutes: Amend minutes to remove overly redundant discussion of potential calendar changes. With adjustments, **minutes approved, unanimously.**

Retreat Reviews

- Congregational Meeting review - good meeting, well received, Rev. Mary's report surprised some people with her breadth of work
- Policy governance with Roger Berchausen review – Rev. Mary meets with Roger via a coaching subscription and offered to have some of use join possibly. James is going to take another crack at the org chart based on some of the examples Roger sent. The org chart may be part of the listening session in January – MLK day weekend.

Ministerial Startup RACI charts – Discussed doing this over the holiday, send it to James, review in January meeting. James added task type & Congregation

January Listening Session topic – Organizational Chart

Communications

- SharePoint collaboration
- Google
- Realm

Barry described the different electronic methods to share information, documents and communication. Asked for suggestions on a good way to manage our data.

Recommendation to document process & how to do things. Discussed options, decided to augment our Google Drive and document the processes. Barry will bring that to the next meeting.

Create subcommittee to develop Disruptive Behavior Policy – Brian, James, Don & Chris volunteered. Update for next month.

Executive session called

Closing