

## **UUCB BOARD OF DIRECTORS MEETING**

**January 12<sup>th</sup>, 2016, 6:00-8:30 pm**

Present: President Birgitt Paul, Vice President Lynne Weidel, Secretary Natalie Vernon, Treasurer Paul Howard, Past President Chuck Skinner. Members at Large; Mark Vinich, Sara Burlingame and Hailey Ellingham. Also present: Rev. Audette Fulbright, Elizabeth Thorson from the Safe Congregation Team, Shelley Reher, Church Administrator.

President Birgitt Paul officially called the meeting to order at 6:05. Rev. Audette led a Chalice Lighting and Mindful Meeting activity.

**ACTION GRID:** Rev. Audette introduced a personal worksheet for each Board Member to take note of Action Steps committed to at the Board Meetings

### **CONSENT AGENDA :**

- Music Director's Report
- Director of Lifelong Faith Development Report
- Minister's Report
- December Board of Director Minutes

It was noted that there was a mistaken date in the Dec BOD minutes. Birgitt made a motion to approve the minutes with the correction. This motion was seconded by Hailey, and the December Minutes were unanimously approved.

President Birgitt Paul called for a vote of approval of the remainder of the Consent Agenda This Motion was seconded by Natalie, and the Motion passed unanimously.

**FINANCIAL REPORTS:** The Financial Report for November was given by Treasurer Paul Howard. Due to the need for Board approval for the most updated financial documents, Birgitt moved that the Financial Reports be sent by email to the Board and a vote would be taken by email. The vote taken here, and seconded by Paul, was passed unanimously. The vote was taken on line and passed by 5 "yeahs" within 48 hours of board meeting

### **NEW BUSINESS: RE-KEYING Church Entrances and the RE Supply Closet Door**

After discussion, it was determined that the front and back entrances of the church, as well as the RE Closet need to be rekeyed. Sara will form a subcommittee to further discuss options and get bids. She will ask Andrea Heater as the former Administrator to assist. Shelley as current Church Administrator and Marcie as the DLFD will also be on this subcommittee.

**Missing Steam Cleaner:** As the Steam cleaner that disappeared from the RE closet is still missing, the Board voted rekey the RE closet at the expense of \$200.00 This motion was seconded by Lynne Weidel, and passed unanimously. The rekeying has been completed.

**Inventory of Assets for Insurance Purposes:** It was decided that Shelley would lead a team to inventory Church assets with a phone video or video camera. She will be assisted in this by Thomas Redding and Ron Labreque, and will have it submitted to the Insurance Company by March 1<sup>st</sup>, 2016.

**Report from the Safe Congregation Team:** Sara Burlingame reported that this team is comprised of herself, Tim Thorson, and Emily Smith. The plan is to meet this week when Emily Smith is available. By then they plan to gather relevant reports from Chuck Skinner, Lynne Weidel, and Marcie Smith. With this data and the Guidelines from the UUA, they will create a recommendation for the Board, including end points for actions outlined in the policy. The timeline is before the next Board meeting. This will involve 3 meetings before the next Board Meeting on February 9<sup>th</sup>.

**Glass Recycling:** Since there is no glass recycling in Cheyenne, glass was gathered near the rear Church entrance and taken to Ft Collins on a volunteer basis. As the volume of this recycling is too much, and there were too few volunteers, this will have to be discontinued. Mark will take the current load to the recycling site in his truck. Shelley will be informed to get this information into the Focus, and UCC This Week.

**Staff Thank You:** Giving a token of the Boards appreciation to staff (excluding Rev Audette) was discussed. It has been flagged to be budgeted in the next calendar year. For this year the Board personally donated funds for gift cards, to be purchased and completed by Hailey Ellingham.

**UCC/Mountain Desert District Involvement:** There was a discussion about becoming more involved with the MDD in general, the annual conference in particular. We also need volunteers for Chalice Lighters. Chalice Lighters, as well as Birgitt as Board President and Rev. Audette in her role as Minister, would serve as liaisons to the MDD in opening the lines of communication and letting the Congregation know about opportunities to be involved in the governance of MDD/UUA. There are also opportunities for \$ to be requested by MDD through Chalice Lighters Grants.

#### **Fundraising Calendar of Events:**

There will be no Art night this month.

The Wall of Wine for February is well underway, but help is needed for decorating, and help with food, entertainment, promotion and clean up. Kids will have a PJ pizza party for childcare. The Congregation will be encouraged to bring someone they know who is not a member. Announcements will be widely posted throughout the community.

The paper goods drive for January will carry through February.

**Earth Day Committee:** An Earth Day Planning Committee was formed with Birgitt, Lynne, Chuck, Mark and Natalie, with 2 meetings scheduled; Jan 20<sup>th</sup> 11am, and Jan 31<sup>st</sup> after Church. General ideas for events and activities for April 22 and 23<sup>rd</sup> were discussed.

**Board Count and Close and Thank You Cards:** A reminder that part of Count and Close responsibilities include choosing two people in the congregation for the Board to Thank by signing cards at the next Board meeting that will then be mailed.

**Living Generously Kick-off** will be Feb 7<sup>th</sup> with Lunch for the Congregation after the Sunday Service. Childcare will be provided. Mark Vinich, representing The Living Generously Committee, asked the Board members to provide soup for the luncheon. Board members agreed to do so. The actual Pledge Forms will be passed out in March.

**Important Dates:**

Leadership Summit Jan 16 11-3pm with Board, Leadership Development, and COSM.

Living Generously Kick Off- Feb 7<sup>th</sup>

Feb Board of Directors Meeting Feb 9<sup>th</sup>, 6-8.

Wall of Wine Fundraiser Feb 20<sup>th</sup>.

Earth Day Activities April 22-23.

Draft respectfully submitted for corrections Jan 25<sup>th</sup>, 2016, by Natalie Vernon, Board Secretary.