

Minutes of Meeting  
WHUUF Board of Trustees, August 23, 2017

Present: Members: Joe Boyd, Maribeth Allen, Megan Esler, Diane Freedman, John Riles, Kim Transier, Mary Usui; Staff: Sara Cloe, Pat Lichen, Rev. Tracy Springberry; Guests: Rick Tangeman (Building & Grounds), Suzanne Riles (Planning)

Opening: The meeting was called to order at 6:40. A reading was given by Rev. Tracy as the chalice was lit. After check-ins, business commenced at 6:50.

Congregational Administrator's Report (sent ahead of meeting): The Buddhist group will add a Wednesday meeting, which may reduce parking lot crowding. They're aware if the problem resumes in September they'll be asked to find a new location. From Sep. 10, Pat will resume monitoring the parking lot and Board members will resume parking off-site.

Treasurer's Report (sent ahead of meeting): We're now \$10,000 "ahead," including pledges paid in full up front which show up on the books July 1. This \$10K also includes a \$500 donation mistakenly put in with Collection money but actually intended for choir music.

Director of Religious Education (DRE) Report (sent ahead of meeting): Sara is still searching for a Nursery care provider. She has at least one teacher for each of the other groups. Middle School OWL parent orientation will be Aug. 29 (a second one will be offered for those who couldn't attend), and OWL facilitators Erica Welch and Sean Herring are trained. Sara contacted nearby UU and UCC churches for additional kids but received no response. She is concerned about mingling old-timers with new families to integrate the newcomers into the community, and about getting congregants to volunteer as classroom helpers. The Board will support her if she decides to send kids back to the sanctuary when there is no second adult in their classroom. There needs to be a second adult.

Building and Grounds (written proposal for windows in RE classroom doors distributed): Rick reported specs and costs for various options collected by Patrick Neal. All options involve cutting a rectangle in the existing door and inserting a glass panel. The labor will be done by Rick, Patrick, and other volunteers this fall. Given a quote of \$974 for wire-reinforced glass, **the Board approved spending \$1,000 (from B&G budget)** to install these seven windows.

We can add 3 parking spaces in the NW corner of the parking lot along Oleson Road. There will be a work party the third Saturday of every month, 9:00-12:00 (Pat notes a meditation group meets at 10:30). We agreed to retire the name "Woody Planck Day."

Fire Drill: In September we'll have a fire drill after the sermon, while the sanctuary and classrooms are still full. The DRE, Congregational Administrator, a Worship Committee member, and a Building & Grounds member are responsible for setting the date and

creating a plan (with advice from the local fire station). The Closer will be in charge of verifying everyone gets out of the building. We need an airhorn as a fire alarm.

Minister's Report (sent ahead of meeting): Tracy returned from vacation and study leave a week ago. Goals for the new year: "Relational Culture," cultivating and nurturing meaningful relationships at church. "Room to Grow," welcoming our newcomers, who need us. "Themes": the Worship Team this year will implement Touchstone's collection of monthly themes (Tracy will send it to the Board), e.g. beauty in September, hospitality in October. "Chalice Circles": small-group ministry – facilitated discussion groups. "Arc of Membership," engaging new members and developing new leaders. Goals beyond this year: (a) the congregation creating a Vision statement; (b) increasing the minister to 75-100% time; (c) increasing the DRE's time so Interim work gets done.

President's Report: Suzanne Riles (Strategic Planning) will join the Board Retreat Saturday. Board Development Day in Salem is Sept. 9; of particular interest is a workshop on developing leadership. Some board members plan to attend.

We discussed a Bylaws change to be voted on by the congregation at the October meeting. Currently, the Treasurer is a member (and officer) of the Board. The change would be that the Treasurer need not be a member of the Board; she or he may be an appointee of the Board who attends board meetings but does not vote. Tracy confirms this is common at other UU churches. We are enthusiastic because it means Joe can remain Treasurer when his Board term ends. Megan will consult Tandi (our UUA District rep), Joe will draft the proposal and the Finance Committee will review it.

Closing Assignments:

Aug 27 = Kim  
Sep 3 = Diane  
Sep 10 = John  
Sep 17 = Maribeth  
Sep 24 = Megan

Closing: The meeting was adjourned at 8:30 with closing words by Rev. Tracy.

Submitted by  
Kim Transier