

Board of Trustees' Minutes, 4 August 2019

Present: Marlene Abel, Mary Bevins, Jodi Boyle, Sharon Davie, David Perry, and E-M Solari.

1. Opening words and chalice lighting

2. Check-In

3. Approval of Minutes—E-M

It was noted that the Minutes needed to be corrected—Lisa Noble to Lisa Nosel. David moved; Mary seconded; unanimous approval of minutes as corrected. Marlene will make name correction in minutes and David will post.

4. Facility Issues—Leaf blowers early arrival of United Pentecostal Church

We should not micromanage. We should refer these issues to the site committee (George & Luigi).

5. Update on Ministerial Search Committee

Ruth updated Marlene. They are having their second meeting today. They want to do a survey. They are crunching numbers to come up with a committee budget. Debbie stepped down because she will be gone so much. Jodi will ask Phil if he can join Committee. If not, Jodi will reach out to Roger and Eric.

MSC wants to do a “Beyond Categorical” workshop. It will cost \$250 for the entire committee.

Sharon moved; Mary seconded; board unanimously authorized \$250 for workshop for committee.

Mary moved; E-M seconded, board unanimously approved—authorize search committee to search for a 3/4 minister at the same salary and benefits as Rev. Jeremiah except no car allowance.

6. Update from RE Committee on hiring

They have a viable candidate and will interview on the 11th.

(Executive Discussion)

7. Sound Tech Issues—David

David sent out ad at SRJC. No responses yet. Mary will train with David next week as a volunteer.

8. Board Policy on Hiring Process

Mary stated we need to comply with proper procedures because of liability issues. Recommended a two step process. 1. Board approves the committee's search and 2. Board approves the hiring [before committee offers the job]. Board also needs to be consulted and approve firing before it happens.

Jodi recommends that we give forms to the committee chair containing the information that they need.

All job descriptions should be put in BOT binder. Also termination policy, sample contracts and background checks.

9. E-mail from Rev. Chris and Rev. Marcus

Had read the e-mail and appreciate offer. No discussion.

10. Time and Talent Auction

Originally set for October 27th. E-M will verify with Jennifer.

11. Prioritizing Board Work

- A. Look at RACI for task lists. Sharon will go through it and compile list and get back to board.
- B. Compile list of tasks.
- C. In past we have started a process—had to put out fires—and got distracted.
- D. We need to remove stewardship from the BOT. We need to identify someone (other than a board member) to take over. Find a co-chair? Supplement sustaining drive?
- E. Board Calendar.
- F. Standing Board Agenda for each BOT meeting. Jodi will work with Marlene on next agenda.
- G. Set deadlines
- H. Need a narrow focus for the board retreat.
- I. Develop an action plan.

12. Decided to schedule a BOT retreat for Saturday August 31st that will replace regular meeting on September 1st. Mary will start round robin agenda. We will develop a Board plan, goals, and calendar for year.

Also, David will provide tech trading so BRING YOUR IPAD OR OTHER DEVICES!

Next BOT meeting is part of Board Retreat: Saturday, 31 August 2019 from 9:30-4:00 at David Perry's house.

Respectfully Submitted
Elaine-Maryse Solari
24 August 2019