

UUP BOT convened 10/08/17 1:30 pm

Present: David Perry (President), Marlene Abel, Ed Hootstein, Mary Bevins, Rev Theresa (by Skype) Absent: Sharon Davie, Dean Watson

Check In

- Rev. Theresa advised that because of her medical problems she will not be available to continue with us after her two year contract ends next June. She will try to resume her normal duties in November however if her problems persist she will need to leave sooner. She says it will not be difficult to find a fill in minister if we need to.

Change of next BOT meeting

Due to circumstances outside their control the auction committee had to schedule the auction for Nov 12 which is our next scheduled board meeting.

Action:

1. November BOT rescheduled to November 11 at 10:30 am at a place to be determined.
2. Next meeting we will discuss BOT officers

Minister Search

Action:

1. David will contact Rev. Chris Bell about the possibility of coordinating our search with Santa Rosa.
2. Decided that ministerial search should be our No. 1 priority
3. Congregational Meeting Scheduled will be scheduled for Nov. 5 2017 immediately after service for the purpose of electing a search committee. Also at this meeting we will brainstorm what it is we would like a minister to do
4. David will draft an email to each person in the congregation to be sent out this week. E-mail will include request that each person nominate 3 persons to serve on search committee. May nominate self, may not nominate BoT members. Email will also include job description for committee members. The top 10 nomination getters who agree to serve will be placed on a ballot at congregation meeting. The top 4 vote getters will be on the committee the BOT will appoint two more persons from the same list to the committee to provide balance. Each congregant will be asked to respond by email to David within two weeks.
5. We were in unanimous agreement that we should be looking for a contract minister with an option to call later.

Leadership Council

Action: Motion approved to postpone Leadership Council to Spring. Mary will place notice to that effect in TWAUUP

Committee Reports

Agreed that one week before each board meeting each member an update on committees. Only those items needing action will be discussed at board meetings.

BOT decisions by email

If it is necessary to make decisions by email the board secretary will call for a vote by email. The results will be entered into the minutes of the next BOT meeting.

Procedure for reserving space w UUC

Committees that need to reserve space at UUC should contact George Beeler or James Coyne. George and James will expedite necessary arrangements.

Check Signatures

Action:

1. Motion carried to adopt a policy requiring two signatures on checks over \$1200 (only one signature for lesser amounts).
2. Motion carried to remove Diana Spaulding and Karen Elliot from signers on checking account.
3. Motion carried to add David Dodd, Laura Abel, and David Perry as signatories along with Linda Conley to checking account. All new signers must electronically sign a signature card at the bank.
4. David Perry will print and sign a copy of these minutes and take them to the bank.

Finance Committee

1. Linda Conley will agree to serve on committee.
2. Marlene will approach additional congregants as suggested by the BOT to determine if they are willing to serve.
3. Once formed the committee needs to determine what needs to be done, what they can do and what we may need to hire someone to do.

Submitted by Mary Bevins