

UUFH Board of Trustees  
January 18, 2010  
Board Business Meeting

Present: Maria Nielsen, Dorothy Burns, Marc Leopold, Linda Paul Elem, Gerald Moss, Kathryn Johnson, Ken Buley-Neumar, Jennifer Sappell, Paul Ratzlaff.

Minutes: December Minutes. **Jennifer made motion to accept as presented, Ken 2nd. Motion Carried.**

Reports:

- Minister - See attached. Paul was happy that UUFH and the UUFH Choir contributed to the Martin Luther King Interfaith Service. He was grateful that Sunday's collections went well (2 different colored envelopes for JTW and UUSC Haiti Earthquake collections). JTW collected \$500.00 and UUSC collected \$1700.00.
- DRE - On sabbatical
- VP - See Attached.
- Treasurer - See attachments - Confident we will come in on Budget and in good shape. Endowment looks good and increasing.
- PROPOSAL - That the \$4,000.00 recovered from gas tax double payment shall be placed in the Castle Care Reserve, with the understanding that some funds be available as needed to fund the purchase of software and hardware for automatic backup of our congregation's critical data, whenever it resides on our network. **Kathryn made motion, 2nd by Marc.** After further discussion, proposal was amended to drop last phrase and change to: **THAT THE \$4,000.00 RECOVERED FROM THE GAS TAX DOUBLE PAYMENT SHALL BE PLACED IN THE CASTLE CARE RESERVE. Motion by Kathryn, 2nd by Gerald. Carried.**
- Canvass Update - Committee is up and running... Canvass was pleased with Spiritual Directions meeting. "Welcome Table" is the concept. High Donor parties, Leadership Breakfast are planned. Kathryn will discuss the invitations with Paul. Super Sunday is March 14.

Information Updates:

- Report on Nominating Committee - Possible names have surfaced for Board Vacancies. Paul, Jennifer and Maria met with Nominating Committee to examine membership to see where we can find leadership candidates. Discussed concerns, (work, Family). Will each Board Member come up with 2 names and present them to the Board for Discussion? Keep an eye on Clusters - we must not take someone from another important position. Urgent leadership vacancies: Membership, SPC
- AED - Ken is waiting for Red Cross to get back to us on CPR and AED training
- Safety and Security Policy - Gerald is working on it.

Discussion Items:

- Web/Info Management Project - Update from Larry Chorowski. Larry addressed the Board. See attachment.
- Larry can do items, 1,2,3,4, and 6. Has Started #1. (Analysis and documentation of Architecture). Everything is on an 8- part router. We may move to wireless. What is critical to do now and what is idea for the future? Also, we changed the name of the Communications Cluster to Information and Technology Cluster. Staff needs to be involved especially the RE support staff. Larry was given Finance Office key and Larry will be the

"Go to" person for any computer IT problems. Target Date: a realistic time frame - end of UUFH year 2010.

- Pending Task Forces - Communications - On hold with Larry
- Tenant Relations - on going with Kathryn Johnson and Susan Peters consulting with lawyers.
- Ministerial Sabbatical Task Force - not till spring 2010.
- Recommendation from Personnel to adopt RE proposal to hire Sue Collins –**Gerald made a Motion to hire Sue Collins, 2nd by Ken. Carried.**
- Parking Spaces - May need to set aside spaces. Proposal by Jennifer to set a price for parking spaces.
- New Business - Workshop Series - Need to resolve who the future leadership will be and who will participate over 3 years. Deadline is Feb. 8. Paul and Maria will work on this.
- LLL Grads for workshop Building Healthy Congregations. Who will go? Up to 6 spots. Put on hold.
- GA Topics - Dick Kopp will send out surveys. Anti slavery got the highest score. 3 topics will be chosen. Congregation should be more aware of GA. Maybe through Centers or a forum or email? There is an upcoming service that we could use to inform people.
- Monthly Business - Volunteering as Greeters, ushers - January 24: Dorothy.
- Beacon Article - On Marilyn Kopp Hecker - Living our Principles. Kathryn will write.

February Spiritual Directions - Topic will be to invite Canvass. What can the Board do to help Canvass interns in terms of Leadership?

Secretary's Reminders –

- 1) Remind Nominating Comm. of Annual Mtg. date. Slate is due 6 weeks prior to meeting. Maria will do. Annual meeting April 25th. Bylaws require the slate's bios to be in Beacon prior to meeting.
- 2) Cong. Mtg determines when notice appears in Beacon - Dorothy will do.
- 3) Evaluation of Staff should be in progress. Check with Personnel. Maria will do.
- 4) Form UUFH Unsung Hero Committee. 1 board member and last year's heroes. We will create a formal list of past recipients. Don Knight and Judy Greene won last year. Linda will help.

Deed Well Done - Susan Peters for finding the gas monies due us. Linda will write. Karen Mallow Rizzo for her help on Christmas Family Service. Jennifer will write. JTW (Paul Glatzer). Gerald will write.

Meeting Adjourned.

Respectfully submitted,  
Gerri Farrell (scribe)