

Olympia Unitarian Universalist Congregation

Board Meeting Minutes • April 13, 2006

Members Present: Tim Ransom, Mike Harbour, Mary Walton Cameron, Bernard Brady, Shelley Ferer, and Margaret Knudson

Members absent: Samantha Ritchie, Peter Teets, and Rev. Art Vaeni

Special Guest: Molly Gibbs

Secretary's Minutes: The March minutes were approved; a copy will be sent to Darlene, and one to Sharon Love to post on the OUUC web site.

Treasurers' Report: The treasurer was absent and no report was submitted.

Administrator's Report: Written and accepted. The annual goal setting meeting is scheduled for May 6th. *Mary Walton will work on notifying the leadership team. Darlene would like clarification of when a new member is to sign the membership book. Signing was moved from the first Sunday to the final session of new membership classes. The congregation, staff, and leadership team need to be better informed of this change. *Shelly will work with the membership team to get announcements out about this change.

Minister's Report: Written and accepted. The Minister's report is e-mailed to Darlene. Art suggested that a note of thanks be sent to the committee that worked on Carol McKinley's ordination. *Tim offered to do so.

Liaison committee reports:

Religious Education – Tim: There is the ongoing need for teachers (journey guides). The RE committee is rotating its chair as advised. The coming of age and the bridging ceremony are coming up. Sierra Marie is working with a team on the safe congregation policy. A summer RE program is planned for the summer. Sierra Marie is also planing a dinner event for her volunteers.

Communications – Bernie: Riley is interested in enhancing and upgrading the appearance of the newsletter. He would also like an edit group to go over the newsletter for general editing and to be sure that any article is in line with the policies and mission of the congregation. There will be a learning curve in producing a more polished and elegant newsletter. There will also be additional costs. Some of these were in their proposed budget request. The cost of the overhead projector that the church purchased from the former tenant, The World Church of God, is to come out of the communications committee budget. They are also looking to other committees that use it to assist with this reimbursement. Some individual donations may also come in for the projector.

Leadership Team – Melissa: A meeting is scheduled for 12:30 p.m. on May 23, 2006. A notice will be going out soon. The meeting is an opportunity for the different committee chairs to

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connect with one another and to have greater knowledge of the activities of the various committees. Scheduling has been an important activity in order to prevent conflicts resulting from double scheduling building use.

Esthetics – Melissa: There is little contact with the committee, as they seem to be functioning very well and have not approached the board with any issues.

Personnel Committee – Melissa: This committee has not met for awhile, but a small group is working on an employee policy handbook that they hope to have completed by the end of May. Once completed they will make a recommendation to the board. The committee will meet when Art gets back.

Social Justice – Margaret: The committee is working on the service for Earth Day. They are continuing with the first Sunday of the month movies, and working with other social service groups in the community.

Out of the Woods – Mary Walton: A discussion will be held later in the meeting. The shelter has been closed due to lack of insurance coverage.

Committee on Ministry – Mary Walton: This committee will have a meeting May 6th.

Adult Religious Education – Mike: Pete Taylor is seeking a new chair for the committee. They have had good attendance at the classes offered.

Care Committee – Shelley: Sally Brownfield is the new chair of this committee replacing Luci Phillips. *Tim will update the committee chair list to show Sally as chair.

Membership – Shelley: The committee has taken down a number of the photos from the trip to Romania and is using the activity board to show church activities and photos and information on new members. The new kiosk is in use. *Shelley will talk with Diana about succession planning for this committee.

Buildings and Grounds – Tim: There are many new door fixtures and there are plans to have the exterior painted this spring or summer. Harmon Eaton sent in a grant application for funds to help repair the annex. A decision will not be made on recipients until May.

ACTION ITEMS

Molly Gibbs KAYAK: A grant has been submitted seeking funds to help support a camp to help educate high schoolers about alternatives to the military such as apprenticeships. The network grew out of the action team Veterans for Peace, first working with college students, but seeing the need for such information to be available in high schools. The camp (3-day intensive workshop) is limited to 24 people. Molly was urged to submit the grant by the Social Justice

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committee. Molly has received letters of support from Rev. Art Vaeni and from the Social Justice committee.

Molly is asking that OUUC act as a pass through for the grant.

There was discussion about whether this activity would dilute our other social activities or in any way compromise our tax-exempt status. The topic may be seen as controversial, perhaps unpatriotic. The information disseminated is deemed to be nonpartisan. Molly has a background in counseling and shares information over noontime in the local high schools. Molly works with many veterans. She shares information about post traumatic stress syndrome, and is sympathetic to families with members in the military now. Molly departed.

Bernie moved and Mary Walton seconded a motion to have OUUC be a pass through for this grant. The motion passed with one nay. *Tim will write a letter of support for the grant.

Youth Group to Nicaragua – Bernie: Bernie has been working with the youth group on organizing a one-week service project through Compas in Nicaragua. Six high schoolers and two adults (Bernie Brady and Wendy Tanner) have air plane tickets to depart June 25 and return July 4. The cost is \$600 plus airfare. The week includes a tour and daily Spanish lessons. Bernie is requesting a special collection at one of the services to help defray the costs.

Special monthly collections seem to be more frequent. Special collections reduce the contributions to the Share the Plate recipients. Having a policy on special collections may be needed. Tim made a note to discuss this in the near future.

The students did discuss other fundraising ideas such as bake sales and car washes. It was suggested, and Bernie will take it to the group that they offer to do yard work or household chores. More lead-time in planning fundraisers would have been beneficial. It is hoped that a service trip will become an annual part of the youth program.

Melissa moved that the board approve a special collection be taken May 21st to support the youth service project trip. Mike offered a second. The motion approving a special collection to support this youth service trip passed unanimously. The group will make a presentation to the congregation when they return.

Faith Statement: The board is being asked to sign a Faith Statement is Support of Anti-discrimination. Art has signed it. Melissa moved that we sign it. Mike seconded the motion. The motion passed unanimously.

DISCUSSION ITEMS:

Strategic plan: the SPACE committee met with a church architect (John Taylor) recently. He is expected to have a feasibility study done by the April 30th meeting. He has given a draft visioning survey to many in the leadership team. With many issues to be discussed it is not felt

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that it is time to vote on the entire strategic plan at the April 30th meeting. A vote on the strategic plan will be done suspending the approval of a decision to “stay” or “go” from our present location to some future date. *Tim, with Mike’s assistance, will send out a notice regarding selected items to be voted on at the April 30th meeting. One item of the meeting will be the election of the board as required by the bylaws.

Larry Wheeler will be here April 27. The board and various committees will be meeting with him during his time here.

Out of the Woods: The OTW board decided to close the shelter due to lack of insurance coverage as a lessee. The OTW board and Tim are looking into various options. The annex is covered by OUUC insurance when used for church related activities, but not as a shelter under OTW. The hosts are still there as caretakers of the facility. See addendum below.

Tax Exempt Status: Requirements for being a 501(c) (3) organization and for being tax exempt in the State of Washington were discussed. Margaret distributed a summary of federal and state requirements for churches to enjoy a tax-exempt status. A copy of the IRS brochure *Tax Guide for Churches and Religious Organizations* will be given to Darlene along with copies of the state laws (Revised Code of Washington and Rules) pertaining to tax exempt status of churches and the requirements for maintaining that status.

Board dinner is scheduled for May 25th at Anthony’s Home Port to welcome new members and bid adieu to those leaving the board.

Board announcers: The schedule was passed around.

*Items requiring action, notices written, info to be sent, etc.

Meeting adjourned at 9:00pm.

Next board meeting - MAY 12, 2006 7:00pm at the church.

Addendum

Tim sent the following motion via e-mail on April 20 to the board members and asked for board member responses as soon as possible.

I propose that the OUUC Board agree to a reopening of the Out of the Woods shelter in the B&G Annex for the short term (three months, through July 2006), and to provide insurance coverage as the lessor. It is understood that for the Annex to be used as the site of the shelter after that time the Board requires that, at a minimum, the following be developed by then: (1) a satisfactory Memorandum of Understanding with OTW regarding finances, operation of the shelter and maintenance of the building, and (2) a viable plan for remodeling the Annex.

In an e-mail April 25th Tim wrote. “In response to my asking for your reaction to my proposal regarding reopening the Annex for use as a shelter and acquiring additional, appropriate insurance coverage, I received 8 “yeas” and one abstention. Consequently, I will regard as

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“passed” the following motion, unless I hear some amendment to it or disagreement with its accuracy.”

As of May 9, 2006 there have been no amendments to the above. The motion stands as passed.

Respectfully submitted,

√ Margaret Knudson Co-Secretary
Samantha Ritchie Co-Secretary

Tim Ransom, President