

OUUC BOARD MEETING MINUTES  
July 13, 2006

Present: Shelly Ferer, Mary-Walton Cameron, Harmon Eaton, Melissa Denton, Mike Harbour, Ingrid Kail, Bernie Brady, Samantha Ritchie and Tim Ransom.  
Absent: Art Vaeni

Meeting called to order on time by Board Pres. Tim Ransom

**Minutes:**

Following clarification of a previous motion for Building and Grounds Committee to reallocate unused funds as deemed appropriate by the committee and with some spelling corrections the June 2006 Board minutes were approved.

Minutes from the June Congregational Meeting were approved as submitted.

**Treasure's/Finance Committee Liaison Report :**

Harmon distributed copies of the budget/cash flow/expenditures and income, noting that "Share The Plate" offerings were down between \$2-3k and pledges were down slightly. There was a discussion of possible explanations and responses: Pledge analysis suggests good status. Special fundraiser is not indicated at this time. There was a discussion of Annex expenses. As Board Liaison, Harmon reported that investment accounts at Key Bank were being moved to interest-bearing money market and possibly CD accounts. He explained the status of grant money from UU Voices and KAYCK. Following discussion of bookkeeping and accounting scope procedures the need for better communication between Board and Committee as well structured audits was apparent. Harmon will draft a motion to present to the Board.

Mike moved and Mary-Walton seconded a motion that the \$291 surplus from the special Katrina fundraiser be forwarded to North Shore UU in New Orleans. This motion passed.

**Administrators Report**

Copies of the report were distributed and approved.

**Minister's Report**

Art is on vacation. No report submitted.

## **Liaison Reports**

Personnel: Melissa developed a personnel policy manual and emailed copies to the Board.

Membership: Shelley reported on succession planning and that Tracee Carlson will assume leadership from Diana Finch.

Fund Raising: Copies of the new proposed Fair Share Giving Guide were distributed.

Building and Grounds: Mike clarified that what was called the sinking fund is now called Building and Capital Reserve.

Budget: Included in Treasurer's report.

Communications: Bernie said there were no recent formal meetings but the committee was discussing changes to the newsletter.

## **Action Items**

- 1) "SPACE 3.0" Discussion of make up of the group, reviewed committee report to date, need for regular communication and overall healthy different opinions within the committee.
- 2) Establishment of policy review subcommittee. Melissa has agreed to lead that project with help from Mary-Walton and Ingrid. They plan to meet before the end of August. There was discussion about historical policies and where they might be recorded. Samantha is going to research our website seeing if it is possible to access previous policies for guidance or perspective.
- 3) Discussion of support for September Leadership Training at OUUC sponsored by District. Tim will look into the need for scholarships. Members of the Board will be asked to provide home hospitality for participants, and the Board indicated it will consider providing some funding if scholarships are needed.

## **Discussion Items**

- 1) Out of the Woods has been closed. Mary-Walton agreed with the decision but expressed concern about the lack of involvement of the Board in making it. She also felt that the OUUC-OTW working group should not have been "disbanded." Tim described some of the egregious circumstances that led to the cessation of referrals as well as the need for mitigating negative publicity. Harmon and Melissa initiated discussion of relationship between OUUC and Out of the Woods and – should it reopen – the obvious need for closer oversight.
- 2) Melissa asked that questions and comments about the Personnel Manual be emailed to her.

- 3) Tim led discussion of planning for Larry Wheeler's impending visit and the tasks that will need to be accomplished. The Board will meet with Larry at the end of his two-day visit.

Tim proposed the August Board Meeting be moved to coincide with Larry Wheeler's visit on the 24<sup>th</sup>-25<sup>th</sup>. Schedules are being checked and the date and time will be announced.

Meeting adjourned at 9:05. Respectfully Submitted July 14, 2006

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Ingrid Kail Secretary

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Tim Ransom, President