

## **FUS Board of Trustees Meeting November 20, 2013 Minutes**

Trustees in attendance: Mike Illes, Bruce Nelson, Polly Peterson, Scott Eller, Madalyn Cioci, JD Rickard, & Sue Tincher.

Others in attendance: Rev. David Breeden, Allan Callander, and ministerial interns Jean Olson, & Laura Thompson.

Meeting called to order at 6:30 PM.

Announcements / Appreciations: Our ministerial interns were thanked for an excellent job planning and conducting last Sunday's service, Appreciation to Jan Devor & her staff for the excellent Day of the Dead program, thanks to the soup lunch crew on Sunday, thanks to Barb for preparing dinner tonight.

The FUS Board Covenant was reviewed.

### **Discussion:**

The Buildings & Grounds capital proposal was reviewed by Chris Bubser. The Dietrich room doors (\$52,524), and upper auditorium projector & screen (\$12,700) are the most developed with budgets as indicated. There are additional projects in the pipeline which, combined with the dedicated funds currently available, could be funded with a \$50,000 capitol campaign.

Treasurer's report – Allan's recommendations for consolidation of certain designated Funds lead to two motions being passed (see Board actions). The impact of new members on the budget is excellent.

Minister's report – Due to upcoming expected staff changes a staffing task force will be needed. David will be on vacation Dec. 25 to Jan. 8 and ministerial coverage is being arranged with our interns and Jim Foti. Computer hardware needs replacement – we might consider that as part of a capitol campaign. With the FUS growing technology we should consider adding a professional service contract.

The Governance Task Force (GTF) needs another member because Marcia Carlson was unable to continue serving. It is expected the Board could vote to nominate a new member prior to our December meeting (see Board actions). The next steps for GTF will be to address the discernment and oversight shells. Will is taking the lead to draft a policy on changes to FUS building and grounds.

Setting calendar for planning and budgeting: the board will have a number of additional meetings in January and February for strategic planning and starting on the budget.

Task items review: All task items from last month were completed. Some additional follow-up will be done by Mike with Phil Lund regarding a Committee on Ministry at FUS

Scott reported on the HR audit review of FUS employee benefits plans and contributions. Several problems were noted with the current arrangement. Needs lots of work

**Board actions:**

The Consent Agenda items were approved:

- Minutes of the October Board of Trustees meeting.

The following seven new members were recognized: Chris Bowsby, Windy Bowsby, Greg Giles, Allan Honrath, Mindy Rhiger, Sheri Stronach, and Lyla White

Actions related to Designated Funds:

- A motion passed that a designated fund be set up to track the Foundation receipts.
- A motion passed that the five recommendations for Designated Funds be merged as recommended: AUDIO moved into TECHNOLOGY, MEMBERSHIP GRANT moved to MEMBERSHIP, GOURMET COFFEE BAR moved to REFRESHMENT/HOSPITALITY, SECURITY SYSTEM moved to TECHNOLOGY, and TECHNOLOGY GRANTS moved to TECHNOLOGY.

A Motion passed to authorize an email vote to appoint a new GTF task force member.

A motion passed to approve the B&G Dietrich doors proposal to issue purchase order for \$52,524. Funds for down payment will come from Dedicated Fund lines 39 & 50.

Motion passed to donate \$500 (from Restricted Fund line 54) to the Downtown Congregations to End Homelessness on honor of Mary Ann's years of contribution as treasurer.

The Chair appointed an FUS staffing task force of Scott, Sue & Mike.

**Task List:**

Bruce will relay the Board's decision on the B&G proposal to Chris Bubser.

Allan will work with Allison to implement the Board directed changes to designated funds. Allan will also create a proposal on additional designated fund consolidations for consideration at the December Board meeting.

JD & Madalyn will interview GTF candidates and make a recommendation to the Board for an email vote.

David to amend the draft letter reviewed and give it to Wendy Reynolds offering an expansion of the membership job to 25 hours per week.

Allan will obtain the check the recognition of the past treasurer and will work with David to arrange for an upcoming Sunday announcement.

The new staffing task force will organize and begin to assist David on upcoming staffing issues.

Madalyn will follow up with Will to establish a regular publication schedule for the Confluence.

**Thinking ahead:**

Items for December Board of Trustees meeting:

- Next Confluence edition: GTF meetings with membership and ongoing work, Dietrich doors
- B&G task group recommendations for additional capitol projects.
- Annual meeting date will be May 14
- GTF discussion with membership: Dec 8 (forum), Feb, and April

**Meeting evaluation:** A long meeting, but very productive.

Meeting adjourned at 9:20.

Respectfully submitted,  
Bruce Nelson, Secretary

Approved by the Board on 12/18/13