

Executive Board Meeting Minutes
September 9, 2014

The regularly scheduled UUFM Executive Board met at 7 P.M. on September 9, 2014.

Present were:

Kathleen Tanona, Chair
Tom Phillips, Past Chair
Katie Kingery Page, Chair Elect
Nathan Albin, Treasurer
Mark Clarke, Member at Large
Jane Pelletier, Member at Large
Sandy Nelson, DRE
Rev. Michael Nelson
Betty Banner, Secretary

Check-in was held with focus on benefits of the August Board retreat.

Rev. Nelson read an inspirational piece by Evertt Edwin Hale. (#457 in the UU Hymnal Reading section)
The message was that :whatever we to offer, we should offer and be grateful.

Minutes of the July meeting were approved with minor corrections. Motion to approve was made by Katie and seconded by Tom. A brief discussion followed regarding the need to make the notes from the Retreat a matter of record. It was determined that this was not required and had not been done in prior years.

Religious Education Report:

Sandy Nelson, DRE, supplemented her submitted report with these comments. Essentially there is nothing out of the ordinary happening. We do have several adults assisting in the RE program this year. Over the summer the average Sunday child attendance was 16-18. Fall classes started September 7 and the focus of the year will be UU Identity.

Kathleen Tanona discussed the performance review conducted with Sandy. The review was conducted in a new format which permitted more indepth discussion between Sandy, Kathleen, and Molly McGaugh who is the RE Committee Chair. Performance review is on file. Overall performance was very satisfactory and both Sandy and Kathleen felt the review process was very positive. Michael Nelson stated that frequently the person being reviewed has little opportunity to discuss with the reviewer what she/he needs from the institution. Sandy stated that she felt that the opportunity to do so was "sufficient" for this year.

Kathleen also stated that work has been initiated to update/develop an employee handbook. The review process will be further developed and included in this handbook. Kathleen Oldfather and Brice Holbrock are working this.

Treasurer Report:

Nathan Albin opened his report with a reading of a thank you note that was placed in the collection basket on 7 September. The note read: This contribution is made with deep appreciation for the caring, efficient, wonderful help given by members during the wedding celebration of my granddaughter. This community is wonderful! Many thanks, Claire Nelson

Nathan updated the current pledge amounts provided in the written report. As of 9-9-14 the amount pledged is \$92,920. He reported that there have been some hiccups in getting the budget information for this year and some confusion about how pledges are submitted. This is getting resolved.

He highlighted the Finance Committee's request for improved records management so that materials are readily available to new office holders and others with a need throughout UUFM. Kathleen T. stated that as the employee handbook is developed the role of each employee in records management will be covered.

Minister's Report:

The rest of the meeting was composed of a wide ranging discussion regarding preparation for Rev. Michael's announced retirement of May 30, 2016 and succession planning. Michael stated that it is exciting that our wide age range of adults is very positive, as many Fellowships are composed of largely older adults. Our challenge now is to move forward and work on achieving the goals identified during our Visioning sessions in June 2013 and the retreat in Aug.

The process of identifying congregational desires and ministerial search was discussed in detail. The discussion covered:

- Starting the Conversation : Need to seek input from members regarding desires. It was decided that a congregational meeting would be held in October to seek input. Several dates were discussed and Kathleen T will finalize after exploration. It was suggested that Sarah, new minister at Topeka UU, be asked to speak to the group about the search/settlement process and what the congregation should be thinking about. (note to self- this meeting needs to be recorded so we are able to get all the comments into the record)
- One of the goals identified at the retreat was to move toward full time minister and support staff. Our current income is not sufficient to support any full-time positions. What do we need to do to increase income? How much should we expect to pay a FT minister? Michael said we should be looking at about \$65,000. Could we raise enough money to cover salary for 2 yr. while we increase normal pledging to cover new costs?
- Various types of ministerial positions were discussed including full-time called, contracted, interim and developmental. What will work best for us?
- Would a part-time person be willing to come to take the job? Shawnee Mission UU has a new interim minister and his wife is also ordained. We might explore her interest in part-time here, and their expected stay at SMOOCH
- Should we identify a task force to start working on this or should we wait until after the October meeting? We want to encourage interested persons to step forward so it was decided not to identify anyone until after that meeting.
- How much assistance/guidance can we expect from UU Region and UUA?
- Michael Nelson put forth the following proposal to assist in building a fund for future ministry salary:
 - Michael will take 6 weeks of LWOP in late winter. His compensation will be held in a fund to start building the account to pay the new minister. (Will this occur in 2016 as well?)
 - Michael & Charles will continue to pledge at their current pledge amount for 18 months following his retirement. This pledge will also go into the account for new minister compensation.
 - Some long term members with fund raising experience think this might be a pretty good start on developing a compensation fund.

- Nathan Albin moved and Tom Phillips seconded a motion to approve sabbatical/LWOP for Michael Nelson for Jan 21 to 5 March, 2015 with compensation being placed in the fund for future minister. Motion was passed by voice vote.

Wrap-up:

We reviewed the goals set at the retreat and progress forward.

Betty will discuss proposal for programing change(Faith Journeys) with Program Chairs- Drew & Amber.

The meeting was adjourned at 8:29 P.M.

Respectfully submitted,

Betty Banner