

**Decorah UU**  
**Minutes**  
**Meeting of the Board of Trustees**  
**Randd Properties Building**  
**Tuesday, April 10, 2018**

**Call to Order** – The meeting was called to order at 7:02 p.m. by Bill Pardee.

**Board Members Present** – Bill Pardee, Bruce Jordan, Beth Wahlberg, Annastacia Cowles, Jim McIntosh.

**Others Present** – Decorah UU member Ellen Macdonald; OWL coordinator Alicia Trout; Decorah UU Fellowship Coordinator Otter Dreaming.

**Chalice Lighting and Reaffirmation of the Board Covenant**

**Additions to the Agenda** – There were no additions to the agenda.

**Comments from Decorah UU Members and Friends** – Ellen Macdonald reported on Sue Peterson's memorial bench at Twin Springs Park. Ellen will send Otter a message to send to the Fellowship to raise funds specifically for the bench and inscribed plate. Although over \$1400 has already been raised, those funds are "in memoriam" and not specifically for the bench. Ellen's note will attempt to raise more money to cover what we might do in memory of Sue in addition to the bench & plate. Carl has suggested that funds might be used to upgrade Decorah UU's sound system. A number of people wanted to contribute to the bench fund earlier, but were guided to wait until more was known (cost, timing, etc.).

**Reports**

**Treasurer's Report (Addendum A [report/email attachment])** – Annastacia moved and Bruce seconded that the Treasurer's Report be approved as received via email. The motion carried.

**Approval of Previous Month's Board Meeting Minutes** – Bruce moved and Jim seconded that March's Board Meeting Minutes be approved as received via email. The motion carried.

**Old Business**

- a. **New Location report** – Bill received a location report from Julie Fischer concluding that the Sr. Center is the best option. Because the rest of the Search Committee was unaware of the report, the Board will suggest that the committee go ahead with a planned Thursday meeting to see if they come to consensus regarding the report. If they do, they can present a succinct recommendation at the annual meeting. Board members discussed whether or not a decision about moving might be made at the Annual Meeting. The issue of a potential move will almost certainly be on the Annual Meeting agenda and needs to be heavily advertised.
- b. **Amplifier replacement** – Otter received feedback from some of the people he contacted, but those leads don't seem like what we need. He looked at some possibilities online through West Music. They will have some examples in the store later this week for him to consider.

**New Business**

- a. **2018-2019 Budget**
  - i) **OWL relationship/budget**

- a) Bill's recommendations from a written motion. (**Addendum B**) Bill revised "rescind the motion" to "rescind the resolution." Jim seconded Bill's revised motion. Board members discussed the points of Bill's motion. Beth requested a separate vote on each point.
  - i. We rescind the ~~motion~~ resolution to keep half of OWL surplus and pay OWL deficits. The motion carried.
  - ii. Beginning July 1, we establish a checking account owned and managed by Decorah UU that pays all OWL expenses and receives all OWL income. The motion carried. Bruce moved that both Jim (present treasurer) and Beth (incoming treasurer) be designated signatories on the new OWL checking account. Annastacia seconded the motion. The motion carried.
  - iii. The initial balance of that account will be the surplus from 2017-2018 plus the surplus from 2016-2017 and, if necessary, a loan to ensure a positive balance. (No vote necessary.)
  - iv. The Decorah UU treasurer will provide OWL quarterly written reports of income, expenses, and balance. The motion carried.
- b) Bill moved that Decorah UU cover the cost of background checks for all five or more OWL trainees. Beth seconded the motion. Alicia outlined the FBI and State of Iowa approaches for background checks. Alicia and Board members discussed the options and agreed to utilize the FBI approach. The Board designated a \$200 contribution from the Religious Education fund to help cover background checks. The motion carried.
- c) Alicia reported that the OWL curriculum exists in two forms: secular and with a faith component. Beth moved that local OWL facilitators exclusively use the UUA materials and not the faith-based materials. Bill seconded the motion. The motion carried.
- d) Alicia brought up a "best practice" question: While it is recommended that there are both a male-identified teacher and a female-identified teacher for each level of OWL, that configuration is not always possible. There are two female-identified teachers scheduled for an upcoming class. Board members briefly discussed the issue and agreed that the class should proceed as scheduled.
- e) Board members discussed the possibility of offering every level of OWL every year and agreed that it can be considered, even if not presently possible.
- f) There is only training for 7<sup>th</sup>-8<sup>th</sup> grade facilitators right now.
  - ii) **Marketing/Advertising budget.** This issue has been resolved: Jim has allocated \$600.
- b. **Membership Committee Chair nomination** – Bill moved that Detra Dettman be invited to be the Membership Committee Chair. Beth seconded the motion. Detra is interested and could start right away. Bill will give her the membership building plan; she may take on other responsibilities as well (e.g., marketing). The motion carried.
- c. **Annual Meeting mailing assembly draft** (to mail April 15). Bill wants to consolidate the documents into 2-3 pdfs: those things requiring more attention for potential voting; other things that are important but less pressing for discussion/voting.
  - i) **Agenda**
  - ii) **Nominees for Board & Nominating Committee.** We have two Board recommendations - Carolyn Corbin and Matthew Alexander - but no nominating committee recommendation yet.
  - iii) **Bylaw revision recommendations** (partially consent agenda) **and existing bylaws**
    - a) **Do we need to include existing bylaws?** Board members discussed the question and agreed that members need the original and proposed changes in order to vote.
  - iv) **Reports** (Chair, SSC, Membership, OWL)
  - v) **Minutes from 2017 Annual Meeting**

- vi) **Budget (Addendum C [report/email attachment])**. The proposed budget needs to be approved for publication. Beth moved to adopt and publish the proposed budget for 2018-19. Annastacia seconded the motion. The motion carried.
- d. **Share the Plate** (May-Aug). Beth moved that ArtHaus be the Share the Plate recipient for May through August. Bill seconded the motion. The motion carried.
- e. **Do we need a May Board meeting?** The Board will hold its regular monthly meeting on May 1<sup>st</sup>.
- f. **Contribution to San Miguel/Caminamos Juntos (Addendum D)**. Jim moved to send \$100 of the Board discretionary fund in support of Mary Jorgensen's request. Bruce seconded the motion. The motion carried.
- g. **Email from Luther UU youth training (Addendum E)**. The Board will consider possibilities to propose for this summer project.

## Extinguishing the Chalice

**Adjournment** – The meeting was adjourned at 8:51 p.m.

**The Next Board Meeting** – The next Board meeting will be held on Tuesday, May 1, at 7:00 p.m. at the Randd Properties building.

Respectfully submitted by  
Otter Dreaming, Decorah UU Fellowship Coordinator

### Addendum A

April Budget draft (email attachment)

### Addendum B

## Proposal to Manage OWL Finances

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I will propose a motion at the end of this document, but, departing briefly from Robert's Rules, I am going to explain first.

Last year, the OWL program had a modest surplus of income over expenses (a bit more than \$300, if I recall correctly). This year, OWL is likely to have a very large surplus (perhaps around \$2000), almost entirely due to the difficulty in finding training for the trainers they need to continue and expand. They still want to train perhaps as many as nine new people, expanding the program, and I want them to be able to use their surplus for that purpose.

In the past, any OWL surplus either covered deficits in other accounts (e.g., honoraria) or disappeared into our quite large reserves. Last month, we passed a resolution to keep half of any OWL surplus and pay all of any OWL deficit. I am going to propose rescinding that resolution and replacing it as follows.

In fact, our current accounting system does not easily track or carry over surpluses and deficits. I am going to propose (motion below) that we establish a checking account, perhaps named DecorahUUOWL, which handles OWL income and expense. It's a NEIUUF account, so OWL is sheltered by our tax exemption, our business structure, and our insurance. The balance in this account carries over from year to year. If it is in danger of going negative, I propose that we rescue OWL, perhaps treated as a loan, but the OWL managers have been responsible stewards, and it would begin with a substantial balance, so a negative balance is unlikely.

## Motion

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I move that:

1. We rescind the motion to keep half of OWL surplus and pay OWL deficits.
2. Beginning July 1, we establish a checking account owned and managed by the NEIUUF, that pays all OWL expenses and receives all OWL income.
3. The initial balance of that account will be the surplus from 2017-2018 plus the surplus from 2016-2017.
4. The NEIUUF treasurer will provide OWL quarterly written reports of income, expenses, and balance.
5. Our budget for 2018 will show OWL as
  - a. Balance: \$1800 (estimate)
  - b. Anticipated revenue: \$3800
  - c. Anticipated expenses: \$3800

## End Motion

The estimated balance is a guess. The anticipated revenue is a 25% increase over this year, since at least one additional class will be added. The anticipated expense increase classroom expenses by 25%, allows \$1500 for training, and keeps \$360 for background checks. I'm sure Alicia could improve the numbers and would probably do so for her own tracking purposes, but this effectively removes OWL from our books, and it's good enough for the Annual Meeting, I believe.

### Addendum C

2019 Budget for Publication (email attachment)

### Addendum D

Hi Jim: I'm sending this message to you as treasurer of the UU fellowship, but NOT to burden you with still more chores to do! I'd like to float this idea for the fellowship leadership, if there's an interest. Here's the information for your consideration:

1. There are currently hundreds, thousands of Mexicans and Central Americans being deported back, many of whom are landing directly in Mexico. A large number are from the state of Guanajuato, where San Miguel de Allende is located---a rural state with hard-working, low skilled workers.
2. The Unitarian fellowship of San Miguel de Allende is at the forefront of learning about and aiding these deportees.
3. Recent estimates are that 7 people are appearing at the local employment office each week, seeking jobs. It is estimated that by the end of the year, about 400-500 people will come through that office in San Miguel. Peter and I personally have been approached by homeless deportees on the street, who carry laminated papers in English explaining their plight. It is real.
4. A new nonprofit is being formed in San Miguel to address the problems of homelessness, hunger, food, and money.
5. The new nonprofit, founded by Unitarians in San Miguel, is called CAMINAMOS JUNTOS, or We Walk Together. The UUFSMA has been approved for a UUA Chalice Lighter Call in the US to fund some of the needs. The UUFSMA has pledged \$5000 to this fund in their 2018 budget.
6. A friend of our UUFNEIA, Brett Johnson, is a member of the Asheville, NC fellowship. He contacted me to say their fellowship is supporting this effort. So, evidently the word has gone out to UU congregations.
7. I have the contact information to make a donation from our fellowship, if it is supported.

Peter and I would be able to answer questions about what we know so far. We'd like to see our local congregation do a bit for this cause. You may forward this request to other officers.  
Thank you for the work you do for the fellowship! Your leadership is needed and appreciated!

Sincerely,  
Mary Jorgensen

**Addendum E**

To Whom it May Concern,

My name is Scott Stewart. I serve as the Co-Dean for the UU MidAmerica Youth Leadership School, which will be held at Luther College July 15-21, 2018.

Our program has traditionally dedicated a day to exploring social justice and service to the local community. We wanted to contact the Decorah UU Fellowship and inquire if your congregation currently has any community projects, service opportunities, facility projects, etc. which would be conducive for a group of UU youth to explore as a service opportunity? And if your congregation has any "dreams" which may be useful to consider, perhaps we could explore if there was a way to help make that a reality (i.e. having a room painted, facility upgrades, or something of the sort)?

This year's service day is Wednesday, July 18. We are hoping for our program to have 30-35 youth this year. Last year, we worked with Julie Fischer through the NE Iowa Peace & Justice Center to coordinate projects, and look forward to returning to the Decorah community this July.

Warmly,  
Scott