

**Decorah UU**  
**Minutes**  
**Meeting of the Board of Trustees**  
**Randd Properties Building**  
**Tuesday, October 9, 2018**

**Call to Order** – The meeting was called to order at 7:05 p.m. by Bill Pardee.

**Board Members Present** – Bill Pardee, Annastacia Cowles, Beth Wahlberg, Carolyn Corbin, Matthew Alexander.

**Others Present** – Decorah UU members Mike Vermace and Bruce Jordan; 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** – There were no comments.

**Reports**

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

**Treasurer's Report (Addendum A)** – Annastacia moved and Carolyn seconded that the Treasurer's September Report be approved as received via email. Beth explained that the submission of a pledge check for the full year made the month's revenue larger than expected. She also mentioned that the Al Bergan Building Fund CDs are coming due. The motion carried.

**Old Business**

- a. **Lingonberry readiness issues** – Mike reported on several aspects of the *Lingonberry*: The floor of the sanctuary will be re-finished after some initial damage (not UU-related). UU kitchen things need to be locked in a cabinet. We may need to find a way to do so without installing hardware on the cabinets themselves. The upstairs closet is okay for now. Otter will apprise Mike of any needs as we bring more of our things from Bethania. The basement childcare space is not done, although the flooring is down in the main room. Ellen R. will take \$50 off October's rent. There will be a storage niche in the basement for UU things.
  - i) Temporary child care location – Otter will be in touch with Steve and Ellen R. about the readiness of the basement/childcare space for upcoming Sundays.
- b. **Decal Plans** – Matthew has been in touch with Erik Berg, who is willing to consider doing the decal work. Ellen R. and Erik will determine final details using Matthew's work.
  - i) New banner with our logo – This topic was postponed.
- c. **Audio** (Bluetooth lavalier microphones) – Mike has looked into the possibility that this type of microphone would work with the sound system at the *Lingonberry*. There are also two other possibilities: money from Sue Peterson's memorial could be spent on a sound system; and a sound system might be installed in the *Lingonberry* by the *Oneota Film Festival*.

**New Business**

- a. **Review Hospitality Process** (Addendum B: email) – Bruce proposed to the Board that the scheduling of "Hospitality" food be discontinued beginning on October 28. Beverages will continue to be provided. Bruce has prepared an announcement for the Fellowship. Members will be welcome to bring food items

on a volunteer/unscheduled basis. Otter and/or Mike will talk with Ellen R. about having another *Lingonberry* key made for the hospitality person on duty to set up beverages without Otter having to let her/him in. Bruce will send his announcement to Otter to include in the weekly newsletter and in bulletins.

**b. Attracting new members**

- i) Use of Google technology – Mike added some Google analytics to track website visitors. There were 49 visitors in September and Google is the primary search engine that people have used. Board members discussed using Google ad words to bring even more people to our website. Mike will be in touch with John Hall to choose the ad words that we will use. Mike will also find out what ad words cost and bring that information to the Board.
- ii) Evening events – This topic was postponed.
- iii) Advertising Content – This topic was postponed.

**c. Review of insurance policy**

- i) Shall we add Workers' Comp for Steve? – Bill will ask his tax lawyer about deductions and withholdings for Steve, and about the operating definition of "employee."
- ii) Do we need cyber protection? – Otter will renew the McAfee protection on the UU computer. Board members decided to not add cyber liability to our insurance.
- iii) OWL locations – Bruce has not received an answer from Church Mutual about coverage for OWL class locations.

**d. Share the Plate for November-December** – Anastacia moved and Matthew seconded that Horse and Soul Ranch be the Share-the-Plate beneficiary for November and December. The motion carried. Anastacia will make contact with the Horse and Soul director.

**e. Website enhancements needed** – Mike suggested that Karen, Beth and he get together and talk about general on-going maintenance of the website and about the following related topics:

- i) Policies and Bylaws on the website
- ii) Board members and officers on the website
- iii) Archiving talks on the website

**Extinguishing the Chalice**

**Adjournment** – Anastacia moved and Matthew seconded that the meeting be adjourned. The motion carried and the meeting was adjourned at 8:31 p.m.

**The Next Board Meeting** – The next Board meeting will be held on Tuesday, November 6, at 7:00 p.m. at the Randd Properties building.

Respectfully submitted by  
Otter Dreaming, Decorah UU Fellowship Coordinator

**Addendum A**

**NEIUUF/Decorah UU Financial Summary for September 2018**

Balance as of: September 28, 2018

Certificates of Deposit	\$50,242.25
Operating Funds	\$30,737.93
Owl Account	\$1,263.21
<b>TOTAL EQUITY</b>	<b>\$82,243.39</b>

**GENERAL FUND**

**REVENUES**

9/2/18	Sunday Collection	\$73.00	
	Pledges		\$55.00

	Non-Pledged Revenue		\$18.00
9/9/18	Sunday Collection	\$777.00	
	Pledges		\$725.00
	Non-Pledged Revenue		\$47.00
	Share-the-Plate		\$5.00
9/16/18	Sunday Collection	\$521.00	
	Pledges		\$110
	Non-Pledged Revenue		\$211.00
	Share-the-Plate		\$200.00
9/23/18	Sunday Collection	\$236.00	
	Pledges		\$200.00
	Non-Pledged Revenue		\$36.00
9/30/18	Sunday Collection	\$162.00	
	Pledges		\$130.00
	Non-Pledged Revenue		\$25.00
	Share-the-Plate		\$7.00
9/17/18	Accrued Earnings (Viking Bank)		\$5.45
9/10/18	September ACH (auto donations)		\$1,012.50
	Total September Revenues		\$2,786.95

#### EXPENDITURES

Steve McCargar	Childcare	\$105.00
Otter Dreaming	Music	\$135.00
Lingonberry Event Center	Rent	\$400.00
Otter Dreaming Fellowship Coordinator		\$734.01
Ellen Rockne/Lingonberry Event Venue Renovation Expense Reimbursement		
(per August 2018 Board decision)		\$2,500.00
Mike Vermace Lock & other for Lingonberry closet		\$67.86
Sue Otte	Scrapbook supplies (Historian)	\$21.09
ArtHaus	Share the Plate receipts	\$15.00
	Total September Expenditures	\$3,977.96
	Net Income This Month	-\$1,191.01

#### OWL FUND

Balance as of: September 28, 2018	\$1,263.21
REVENUES	none
EXPENDITURES	none
Net Income This Month	\$0.00

#### **Addendum B**

Greetings Board Members,

Ten days ago, I sent a message to all "Hospitality" volunteers, asking if they were willing to continue to offer "Hospitality" treats and clean-up help, now at Lingonberry.

Unfortunately, the response to my message, was less than is needed. Approximately, 1/3 replied quickly and offered their previous level of support, approximately 1/3 replied, but reduced the frequency of their willingness and about 1/3 did not respond at all. Of course, some in the later group may respond later with the same level of support, however, within that group there are people who, I believe, have other more recent issues to deal with, and would probably appreciate the chance to rotate-out of Hospitality considerations. In addition, nearly all of

the non-responders already have other roles in the Fellowship. Further, I sense a general fatigue setting-in, for many in the "Hospitality"- group, including me.

Because I've been recruiting volunteers for years, if asked to do so, I know that most who have not been volunteers, would refuse (with an excuse). There are also others who might agree - because they felt they had to - rather than wanting to do so. Often, when that happens, it doesn't work out well.

Admittedly, someone who previously couldn't or wouldn't volunteer might do so now, however, in the past 2 years, we have not had enough volunteers to spread the load adequately and now, it's worse. With already limited coverage, recent changes in commitment and unlikely recruitment, unfortunately, I do not see a viable way to continue providing food offerings.

Gratefully, Annastacia and Janet Snider have agreed to share in the coordination of Hospitality services with me, on alternating months. And, while the proposal to discontinue treats is being driven by me, it appears that they also see that this change is necessary. However, we are committed to continue with beverage service, but we'd often need clean-up help. In the future, food items brought by congregants will be welcomed, but this will no longer be an arranged or expected activity.

Three days ago, I sent a message similar to this one to volunteers, in order to give them an opportunity to offer objections or options to discontinuing food offerings. Those who did respond, did so with statements of understanding and acceptance. I have a feeling that they and those who didn't reply, also feel equal measures of regret and relief.

I have not imagined a scenario that would save the food portion of "Hospitality", but before making an announcement, I wanted you to be aware of this proposed change, but also in order to give you a chance to create your preferred alternative, if you see one. If Board members agree to allow food service to end, and if you wish, I or someone you would name, could make a personal announcement at the next 2 Sunday services. Treats would not be provided for the first time, on Oct. 28th, when we will be meeting somewhere other than Lingonberry.

Thank you all for considering my thoughts and for letting me know whether you agree that my plan to discontinue food offerings can proceed.

Bruce