

**Agenda**  
**First UU Wausau**  
**Board of Trustees Meeting**  
**July 16, 2024**

**To Attend:** Clark-Zavadoski, Greenwood, Hall (Presiding), Jefferson, Leigh, Scharpf, Stezenski-Williams

**Call to Order:** 6:30 pm

**Chalice Lighting, Reading, Reflections**

**Agenda Consent and Repair**

**Consent Agenda:**

June Minutes

Financial Report

Minister's Report

1858 Forward Campaign Update (Stezenski-Williams)

Strategic Planning Update

Minister's Finance Update

Personnel Committee Working Group Update

Conflict Management Committee Working Group Update

**Old Business:** (For Action)

Property Committee Reorganization

**New Business:**

**Adjournment:** 8:00 pm

----- *End of Agenda* -----

**First UU Church of Wausau • Board of Trustees Meeting  
Yawkey Hall / Zoom • 16 July 2024**

**In Attendance:** Dawn Ashenbrenner, Ingrid Clark-Zavadoski, Jean Greenwood, Kara Hall (presiding), Randy Jefferson, Karen Scharpf

**Unavailable:** Jeff Leigh, Brian Mason (ex-officio)

**Call to Order:** 6:36 pm by Presiding officer, Kara Hall, Vice-President

**I. Agenda Consent and repair**

- No changes

**II. Consent Agenda**

- Motion by Dawn to approve; Brian seconded.
- BOT Meeting Minutes 6/21/2024 approved with one addition to item meeting adjourned at 8:00
- Discussion regarding the Financial Report. Randy assured us that we are still in good shape. Net income dropped a little, but there are 3 items that are not showing yet, which are a little more than we are in the negative.
- Minister's Report: Reviewed
- Unanimous approval; Brian abstained

**OLD BUSINESS**

**III. 1848 Campaign Update**

- Brian SW plans to resume in the fall due.

**IV. Strategic Planning**

- Refer to committee reports and revisions below.

**V. Minister's Finance Report**

- Brian M. sent the draft of the Financial Procedures Manual.
- Randy reviewed the draft with the rest of the Board. He has some small revisions/clarifications/additions that he will discuss with Brian M.
  - The document references a Finance Committee, which we don't currently have.
  - The Board needs to decide if we are going to have a member of the Board to serve as a Financial Advisor.
  - We need to clarify the policy on funeral gifts
- Ingrid brought up we should change the name "Kerber Rose" to "Accounting Firm"
- Discussion

## VI. Personnel

- Dawn reported we are creating the committee; Mandy Roberts and Dawn are on the committee.

## VII. Conflict Resolution Committee (CRC) Working Group Report

- The Committee members have been assigned, and they are working on their definition and roles, ground rules, etc.
- Discussion regarding the language of who the CRC supports (congregation and staff), how this fits into the bylaws, etc.
- Motion by Dawn, seconded by Brian SW, unanimous approval to enter into Closed Session at 7:24 PM.
- Motion by Dawn, seconded by Randy, unanimous approval to exit Closed Session at 7:36 PM.
- The Board agreed that getting the Committee functioning is paramount so people can be heard.
- Section 8 of policies is Conflict Management Kara read Section 8 of the Board Policies to facilitate discussion regarding the CRC's work.

## VIII. UUA General Assembly Bylaws Revision

- Randy reported that he and Brian discussed that there are working plans to do educational opportunities outside of the church regarding this topic. This will be outside of the Sunday service format.

## IX. Property Committee Reorganization

- Dawn motioned to approve the proposed revision to Policy 7.2 Aesthetics and Permanent Changes Policy.
- Karen seconded the motion.
- Discussion by the Board at large.
- Randy moved to make the following changes to Policy 7.2:

### **7.2 Building Management Policy**

*Spirit: To ensure that a reasonable process is followed, and multiple voices are heard in the making of decisions impacting the building's usefulness, its historic value, and its aesthetic properties.*

1. A Property Committee may be established to support the Minister's facility-related responsibilities as outlined in the Board policies and procedures. Among the Property Committee's responsibilities would be to advise the Minister and take action when authorized by the Minister on the following topics:
  1. Staying current on incentives for large and/or historic building projects
  2. Evaluating building needs that may require remodeling efforts and/or ongoing projects
  3. Informing the Minister of research requested by the Minister on cost and contractors for needed maintenance
  4. Providing to the Minister an annual recommendation of projected operating budget building maintenance needs

5. Creating for the minister a priority list of needed major projects at least every three years

As the Minister has financial responsibility for facility related expenses as specified in the Board policies and procedures, the Property Committee would have no authority to make decisions regarding facility expenditures, unless granted by the Minister up to the spending limitations specified in the board policies and procedures.

2. The Minister shall not fail to:

1. Seek input provided by the Property Committee as outlined in 7.2.1 above.

2. Obtain approval of the Board for disposal or sale of property with historical value or monetary value greater than \$500.

3. Consider input from the Property Committee that will provide recommendations on the acceptance and placement of artworks and aesthetic elements.

- Dawn seconded the motion.
- Discussion
- Motion carried unanimously by remaining Board members (Brian SW exited the meeting prior to the vote).

## **NEW BUSINESS**

X. None

**Adjournment:** Dawn motioned to adjourn; Randy seconded; unanimous approval. Meeting adjourned at 8:11 PM.

----- *End of Minutes* -----