

# CVUU Board Minutes—for Review

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**November 9, 2023**

**6:30 p.m.**

**Fellowship Hall/Zoom**

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**Attendance:** Karen Impola, Dennis Harbaugh, Pastor Emma, Lizzy O’Loughlin (Zoom), Jena Talbert (for Mike Knapp) (Zoom), Richard Henry, Dick Warhol, Stacey Bartz, Desiree Cunningham [present?], Rob Boody (Zoom).

**Call to Order:** Meeting called to order at 6:35 pm by President Harbaugh.

**Coming Together Moment:** The chalice was lit, and Dick read several aphorisms.

**Agenda:** Moved to approve the Agenda as written with the subtraction of one item. Motion passed.

**Approval of October Minutes:** Moved and approved contingent on several small changes sent to the Secretary by the President.

## Old Business/Follow-Ups

- **Pastor Emma’s Fellowship Renewal Forms.**  
They have been completed by all groups that needed to.
- **Updating of Congregational Handbook:** *We should be working on them at the council level—submit to Dennis by end of November. The Board will work on them in January for several months.*
- **Email votes taken this month:** None.

## Council & Leadership Reports:

Follow-up on reports (emailed prior to the meeting), if applicable.

Note: all reports have been collected in a separate document for future reference.

- **Pastor’s report** (Pastor Emma)

Report submitted.

She was just at OWL training. She believes that the K-6 materials are very good, although the HS level needs updating (although subsidiary info is there). Her view is that the Minister should NOT lead the training in their own congregation, and neither should the DRE.

Jeff Chapin wants to be trained and run ours.

There is a cost—around 375.00 + lodging—we may be able to cover it.

*Recommended that discussion of this be added to the December agenda.*

- **President’s report** (Dennis)

Report submitted. There were 5 Sundays in October, and we averaged 15 more more attendance each Sunday over 2022. New members are coming in!

- **Vice-President’s report/Personnel** (Karen)

Report submitted. They will look at the Handbook and By-Laws on Personnel.

*Dennis noted that we should examine the By-Laws as well as the Handbook this Spring.*

- **Buildings and Grounds** (Richard)

Report submitted.

The electrical should not be a big thing

They should talk with the trailer park people—snow coming, and they may need to dig themselves out. Also protect against adverse possession.

- **Congregational Life** (Stacey)

Report submitted.

*With the new members coming in especially, Pastor Emma notes that we we need a visiting ministry more than ever.*

- **Finance** (Jena for Mike)

Report submitted.

*The Councils need to submit requests for next FY/changes.* Finance needs it by Jan 1 for multiple purposes. Please get results to Mike or Mary Kay. Talk to the whole team within each council to make sure all parts are covered.

The Finance Council needs a couple people to serve on the Endowment Fund Committee.

Finance needs to look at its parts in the Handbook.

- \* **RE and Adult Programs** (Desiree)

Report submitted. All background checks have been done.

They have done their Handbook stuff already. Send to DH—in hard copy.

- **Religious Services** (Dick)

Report submitted.

Their Handbook section is pretty up to date—we're looking at it.

- **Shared Ministry** (Floralyn)

Report submitted.

Floralyn had her surgery yesterday.

- **Social Action** (Lizzy)

Report submitted.

## **Main Agenda Topics**

- **Consideration of proposed Lay Minister policy.**

*This has been moved to the December Board meeting. The revision was not ready yet.*

- Councils submit FY 2025 budget requests to Finance Council by January 1, 2024.

Note: if any council or committee wants to know how much has been spent and on what (this year, last year, any period)—ask her (Jena)—she can easily get it off the computer.

## **Informational Items**

- December Board meeting on Zoom?—yes (probably).

- December 9—concert by the Bittersweet Christmas Band.

Fundraiser for our ATF.

Then they will conduct our service the next day.

**Adjournment:** Meeting adjourned at 7:51 pm.

**Calendar & newsletter deadlines: November 15 and 17, 2023**

**Next Board meeting: Thursday, December 14, 6:30 p.m.**

Respectfully submitted,

*Rob Boody*

Board Secretary

Note:

- motions made that might need to be referenced later are underlined, and
- additional action items are *italicized*.

See also “Board Documents—November 2023” for all reports submitted for the November Board meeting.