

# CVUU Board Minutes—for Approval

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**April 11, 2024**

**6:30 p.m.**

**Fellowship Hall/Zoom**

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**Attendance:** Karen Impola, Dennis Harbaugh, Pastor Emma (Zoom), Lizzy O’Loughlin (Zoom), Jeanette Talbert (Zoom), Dick Warhol, Desirée Cunningham (Zoom), Stacy Bartz, Richard Henry, Rob Boody (Zoom), Nate Smith (Building Security Task Force), Carolyn Hildebrandt (incoming President—Zoom).

**Call to Order:** Meeting called to order at 6:33 pm by President Harbaugh.

**Coming Together Moment:** Thought provided by Dennis.

**Agenda:** Moved to approve the Agenda as written. Motion passed.

**Approval of March Minutes:** Motion to approve March 2024 Minutes as corrected. Motion carried.  
Motion to approve April 2 Special Board Meeting with the ATF Minutes as is. Motion carried.

## **Old Business/Follow-Ups**

- **Update on the Sabbatical Planning Team.**  
They’ve been working—mostly all figured out now.  
Karen is replacing Mandy on it.  
The Team will keep meeting during the Sabbatical itself.
- **Reminder: Annual Report deadline for Councils & Officers: April 30.**
- **Administrator Appreciation Day.** The Board made plans to acknowledge Kat, our Administrator, on Administrator Appreciation Day.
- **Reminder:** Who would like to be a CVUU delegate at 2024 UU General Assembly? Mary Kay Madsen expressed interest in being a CVUU delegate to the 2024 UU General Assembly. The Board said she could move forward with plans to be a delegate, and the CVUU will identify her as a credentialed CVUU delegate so she can participate in pre-G.A. on-line activities. Two CVUU member delegate spots remain open.
- **Peter Mayer Concert.** The Board received a brief verbal update on the planned May 25 Peter Mayer concert at the CVUU.
- **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)  
No report submitted (due to illness). Nothing to add.

- **President's report** (Dennis)  
Report submitted.
- **Vice-President's report/Personnel** (Karen)  
Met—no report.  
Doing staff evaluations now—trying out doing it all in writing.
- **Buildings and Grounds** (Richard)  
Continuing to do stuff—nothing special
- **Congregational Life** (Stacy)  
Report submitted—nothing to add.
- **Finance** (Jeanette for Mike)  
Report submitted.  
There is now a revised reimbursement form.  
With the final appeal we met the goal for stewardship.  
\*The President gave Jena recognition for all of the work she does behind the scenes.
- \* **RE and Adult Programs** (Desirée)  
Nothing to add.
- **Religious Services** (Dick)  
Report submitted. Nothing to add.
- **Shared Ministry** (Floralyn in the hospital)  
Nothing to add to the report.
- **Social Action** (Lizzy)  
Report submitted. Look for Earth Day coming up.

### **Main Agenda Topics**

- **CVUU Building Security Task Force Proposal.**  
Nate Smith presented it to the Board (see the full proposal in the Board Additional Documents for April). Phase 1 would include three wired exterior cameras with lights that are motion activated. Can be checked from inside by phone or computer. No recording is planned—the light, checking, & seeing the camera is enough (deterrence vs prosecution).  
Phase 2 includes two solar-powered floodlights to the south of the building where it is dark and the break-in occurred.  
The estimate is \$2,242 for both phases. The funding source will be the capital improvement fund.  
  
Are we tax exempt for buying things? *Jena will research and let Nate know.*  
  
Moved to approve this proposal as written. Unanimous approval.  
The President gave thanks to this group, noting that have been working on it since September.
- Report on **Stewardship Campaign** results.  
97% of requested funds was pledged during the main effort. A second effort made the total all the way to 100%. Many new members pledged.  
The President requested a round of applause for Karen.

- **The FY 2025 budget.**  
Jena presented the proposed budget (as Mike is out of town).  
Moved that we approve the FY 2025 budget as presented. Unanimously approved.  
Thanks was expressed for the work of the Finance Team.
- **CVUU Annual Meeting Agenda.**  
Moved to approve the annual meeting agenda as proposed. Unanimously approved. The agenda is in the April Board Additional Documents.
- **Annual Minister/Congregation Review Process.**  
This is currently underway. It is a joint effort between the minister and the congregation. Those involved are the SMC, RSC chair, President, and the minister.
- **Addendum to Ministerial Agreement.**  
The number of Sundays the minister needs to preach needs to be adjusted down as one month of the new fiscal year is part of her sabbatical. The Addendum also includes documentation of Pastor Emma's 3% salary and housing allowance increase for FY 2025 (pending approval of the FY 2025 budget at the CVUU 2024 Annual Meeting).  
Moved to approve this addendum as written. Unanimously approved.
- **Continue Review of Congregational Handbook Updates.**  
The Board spent time on updates for worked on RSC and REAP.  
*Rob kept the changes on his revised handbook draft as the "official" record of the changes and will use it to create the new Handbook version.*
- **Possible Use of the Church as a Polling Place**  
The President reported that he has been talking with the County election officials about the possibility of the church being used as a polling place this year. It would be the primary (June) and general (November) elections. He says this as a potential part of our civic engagement activities.  
Moved to look further into having our building serve as a polling place in June and November pending satisfactory resolution of our concerns. Unanimously approved.

**Adjournment. 8:40 pm**

**Calendar & newsletter deadlines: April 17 and 19, 2024**

**Next Board meeting: Thursday, May 9, 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 “April 2024 Board Additional Documents” for all reports and proposals submitted for the April Board meeting.