

First Unitarian Church of Des Moines
Board of Trustees Minutes
Thursday, November 18, 2021

In attendance (all via Zoom):

Board Members: Scott Emison Clair, Reba Eagles, Chelsea Hayes, Andrea LeMeuse, Greg Nichols, Patty Notch, Fern Stewart, Rev. Amy Petrie Shaw

Several church members also were in attendance.

Timekeeper: Andrea LeMeuse; Process Observer: Scott Emison Clair

The meeting was called to order at 6:02 p.m. by Board President Greg Nichols. The chalice was presented and a reflection was provided. Personal check-ins were made.

President Greg Nichols reviewed the upcoming First Thursday Board meetings which included December 1, discussion of HR/Personnel Issues; January 5, Financials; February 2, Governance Committee nominations, leadership roles for next year; and March 2, programming this year and in the future.

Executive and Administrative Items

Rev. Amy reported the new staff was settling nicely. Hannah will soon be taking over for Reba on Sundays, and is training with Barb on PowerChurch. They thanked the volunteers who helped clear the office Emily would be using. Emily has begun working on the Intercom and she and Hannah are working well together. Also reported was a glitch in the keycard system that denied access, replacement may be necessary as the system is 15 years old. Vendor coming Tuesday to inspect and make recommendations. Live traps have been used to catch two groundhogs, 1 beaver and raccoons. The beavers continue to do irreparable harm to the trees, and live trapping is not working, lethal traps may be the next step. Wrapping the trees would involve a team of 30 volunteers and constant maintenance.

Communications Team - Discussion regarding requests to add items to our social media posts, made the team recognize the need for a base policy to address these requests. Included in the policy suggestions included need to be a member, to post nothing that conflict with our principals, no to individual or commercial endeavors designed to directly benefit a person or individuals. It was agreed that guidelines would be helpful and it would be an executive policy not requiring Board approval.

Stewardship FAFUMAF - February 26, 2022 the event will be live as well as online. Volunteers are needed. Also in art news, Linda Matthews will no longer facilitate the art gallery, Charles Mertes has offered to take up the reins.

Charlie addressed questions including chips in concrete steps, explaining it was a temporary fix expected to last 10 years, of which we are in 5 years. He confirmed he

will continue to provide financial information in three month rolling increments, or more if requested.

Committee, Teams and Task Force Reports

Human Resources - Reba Eagles reported new hires were doing well. Six childcare providers were needed, and the hiring process had begun for those positions. The HR team was also working on evaluations, which will be shown to Rev. Amy in early December.

Kitchen Fundraising - Ann Mowrey explained they were one month away from providing the final proposal to the Board. She and Dagny Fidler reviewed the feedback that had been received, most of which supported Option B with some A and C features. The committee will be meeting on November 29th to firm up the proposal to present to the architect for the final plans. The fundraising arm of the committee has raised approximately \$100,000 towards the renovation not including the funds already earmarked for the project from the Endowment Fund. They reviewed the number of meetings, forums and presentations that had been made regarding the plan. It was confirmed the Green Communication Team was represented on the committee and had actively been involved. The various committees, teams and events that are regularly using the kitchen will greatly benefit from the upgrade. It was noted it was necessary to make the members aware that this was a separate issue from the operating budget. The Board thanked the Kitchen Committee, Ann and Dagny for their efforts.

New Business - no new business

The December 2nd meeting topic will be visioning and HR. The December 16th meeting will review and potential vote on the Kitchen plan.

The closing was made and the chalice extinguished.

Meeting was adjourned at 7:46 p.m., submitted by Fern Stewart, Secretary