

*Unitarian Universalist Congregation of Lawrence*  
**Executive Board Regular Meeting Minutes**  
July 25, 2024 – 7:00 pm – Founders Hall

Our Mission is to **love** inclusively, **nurture** spiritual growth and connections,  
freely **explore** life's big questions, and **act** for justice.

**Attendance:**

Chair: Peter Graham; Chair-elect: Mary Holm; Secretary: Louise Hanson; Treasurer: Brad Wertz;  
Members-at-large: Jennifer Ball, Bill Hagel. A Quorum was established.  
Guests present: Graham Kreicker, Marc Cottrell

Peter called the meeting to order at 7:06 pm with the lighting of the chalice.

- Mary volunteered to be timekeeper.
- Board member introductions.
- Peter commented on New Ministry Goals for 2024-25. These are currently in draft form.
- “Open Question:” Peter suggested establishing a shared Board Google drive to facilitate intra-board communication.

**The Consent Agenda:** June 27<sup>th</sup> Minutes, Treasurer's and Financial reports; Minister's Report; Building and Grounds Report. (The Buildings and Grounds report was not submitted.) Mary moved/2<sup>nd</sup> Jennifer to approve Consent Agenda. Unanimous approval.

**New Business**

- Building and safety policy plan.  
A communication from a UUCL member has alerted the Board of the need to review safety protocols to protect our building and its members. Church Mutual Insurance is our provider. Recommendations: 1) Determine if UUA has addressed this issue and provide guidance; 2) Form a UUCL member task force with a specific charge to address the issue; 3) Contact police public safety staff for advice. Mary will write a charge to the safety policy task force.
- Purchase of laptop for Minister's use and approval of the minister's housing allowance,  
A laptop computer (property of UUCL), selected by Rev. Rost, will be purchased for her ministerial use. Rev. Rost will be asked to report her housing allowance amount to the Board for its approval. This is a paper transaction required for tax reporting purposes.
- Event planning re arrival of Rev. Nori Rost.  
Rev. Rost starts her tenure on Aug. 1st; preaches first sermon on Aug. 18th. She will be in attendance at services Aug. 4<sup>th</sup> and 11<sup>th</sup>. Peter will formally greet her on behalf of the congregation at the service on the 4<sup>th</sup> and present her with a symbolic key to the front door and a plant welcome gift. Brad will plan appropriate music for the greeting. An announcement of Rev. Rost's arrival will appear on e-blast. Other plans include cleaning up the grounds, organizing an art reception program and a congregational welcoming event in the fall. Peter will meet with Rev. Rost about Board matters.
- Reimbursement policy revisited.  
UUCL policy should reflect the UUA reimbursement policy. Need to develop policy specific to the minister, what is reimbursable and who signs off on it. The Board Treasurer and Chair

should be copied on all reimbursement requests. Peter and Brad will study the matter and recommend revised policy.

### **Other Business**

- Board retreat.  
Retreat date, location and agenda to be determined. Minister would attend. The Chair Chair-elect will meet with Rev. Rost.
- Monthly Board meetings.  
Regularly scheduled for 4<sup>th</sup> Thursday of the month. (Nov. and Dec. meetings will be the 3<sup>rd</sup> Thurs.)
- Dir. of Religious Education recruitment plans.  
Peter will recommend formal recruitment process for hiring half time position with consultation from current RE personnel. Recruiting committee will be formed that includes Rev. Rost.
- Update on Community Connections monthly contributions.  
The Board previously voted to support the plan for September's Community Connections monies to support Ben Rehnquist's Eagle Scout landmine project. The Social Justice Team has been asked to affirm this plan. Policy needs to be followed. Comment: confirm that Board has access to Policy and Procedures documents via Google Drive.
- Buildings and Grounds business.  
Bill Hagel reported on installed solar panel system that are now working well. He stressed importance of better monitoring of system which will involve a \$400 expenditure that has previously been budgeted.

Next Board meeting: Thurs., Aug. 22<sup>nd</sup> at 7:00 p.m.  
Adjournment at 8:35 pm.

Louise Hanson, Secretary

As Executive Board of the Unitarian Universalist Congregation of Lawrence, we covenant together with mutual trust and support:

- To welcome and practice curiosity, deep listening, and joy
- To share the work that needs to be done
- To cultivate a culture of patience, open communication, and healthy boundaries
- To act for the good of the congregation and speak with one voice