

## CUUF Board Meeting January 19, 2017

David, Hans, Mary, Stacy, Mark, Jill, Ed, Henry (no quorum)

6:16 Discussion with Stacy regarding Safe Congregations policies as applied to RE program and/or all CUUF staff and volunteers.

RE is asking for board approval to do background checks for all RE teachers and volunteers. Cost is \$7 per check for in-state Wisconsin. Out of state costs vary and need to charge to a credit card or bank account. All RE adults have filled out an info sheet that can be used to run checks – in-state or out-of-state. RE would like board input on how to use the info sheets.

We have 10 active volunteers and teachers; all have lived in Wisconsin for at least 5 years. RE recommends doing in-state checks only, and doing one initial check, not re-checking every year. Checks would be done for all Volunteers, Teachers and Substitutes (usually previous teachers) that are responsible for classroom supervision of youth. Checks would not include guest speakers or musicians who are working with a CUUF Teacher and not alone with youth.

RE used Wisconsin's free Circuit Court Automated Program (CCAP) which lists all an individual's court records and there were no flags. RE would like board input on how to review and evaluate information that might come out of checks using either system – what would our procedure if someone had a "record"? Board discussion decided that it would not be reasonable to try to establish a policy that covered every case. Instead each would be reviewed by a small "Safe Congregations" committee with representation from RE, Board and ???. Doug Liphart has volunteered to do training on the reporting requirements for folks who work with youth. Mark suggests we could use the CCAP system for free and resolve any cases or questions in a CUUF committee. RE proposes to do checks on everyone now and not wait for the beginning of next year. Checks have already been done on DREs as part of their employment. The CCAP system will show more cases and will take judgment to decide applicability. Stacy will check with Deb on which system they would like to use.

Discussion followed on how to weigh results from search with a suggestion from Mark to run all questions through committee before going any further. Having a policy in place and knowing there will be a form to fill out and that a background check made will generally self-select volunteers and provide a first level of protection. Stacy will revise the guidelines draft with input from tonight and return it for board review. No board motion or action possible tonight without quorum. Stacy left 6:55.

Decision made to proceed with board business without quorum.

Henry reviewed Chalice Lighter Grant which consists of three parts; Organizational Structure, Financial History and Membership and Growth. Application is on-line. Deadline for submissions is Feb 17 2017. Applications get extra "points" for members who have made chalice lighter contributions. Grants are between \$5k and \$10k – Henry suggests applying for \$10k and seeing what turns out to be available. Applications are fairly simple but to do a quality job we can include material prepared for the Ministerial

Search. Treasurer's input is needed – Ed will get forms from MidAmerica website and provide financial data. Required Board and/or Congregational approval of grant application may have already been given at 2016 Annual Meeting, also at June 2016 board meeting. Feb 1 set as goal for finishing a first draft of application – then circulate to board via e-mail for review and approval. If a brief physical meeting is required it could be after the Feb 12 service.

Discussion followed of Committee Descriptions for the CUUF's 8 standing committees, plus staff duties descriptions. Board will continue to review.

Discussion of Membership committee and suggestion to invite specific individuals who are active and donors to sign the membership book at the next new member service.

Mary gave social justice committee report – she, David and Courtney have met. They will “rebrand” as Community Action Committee –no change in committee description needed. Dates set for next 4 study circle meetings on Sundays when there is no CUUF service. Study book is The Prophetic Imperative and free copies are available for study circle participants. David suggested a “rapid response” component of the committee to take action quickly on state and national issues that could come up on short notice in a volatile political climate. Courtney Remacle is part of Letters to Prisoners campaign. First Study Circle date is Jan 29, then Mar 5, Apr 2 and May 7, all at 10:00AM in either Ponzio Chapel or Commons area. Hans will see what can be reserved.

Discussion followed concerning Caring Committee, space available for Pastoral Care and how needs can be communicated to David. There will be a meeting after the Feb 12 service to discuss revitalizing and restructuring this committee. The best way for David to know of possible issues is word of mouth but we could also use slips in each order of service, notes from Joys & Concerns or greater use of social media.

Mike Bunch has volunteered to be board secretary and we should have a formal board action to make that appointment. This will be a board action the first time we have a meeting with a quorum.

Ed will send out Treasurer's Report as of Jan 19 and copy of Mike's November board meeting minutes for board review and approval.

Hans noted that the CUUF listing in the UUA congregation directory had not been updated to include David as Minister. Ed will follow up with Phil Lund at MidAmerica Region on how that information is added.

Next meeting set for Feb 16. Future board meeting e-mail announcements will include a request for all board members to respond that they have received the e-mail and indicate if they will be able to attend. Meetings where a quorum is not expected may be rescheduled.

Meeting ended 8:35(?)