

**Palomar Unitarian Universalist Fellowship**  
**Executive Board Minutes**

July 27, 2017

In attendance – Rachel Rott, Stacy Carlson, Kelley Grimes, Julie Mack, Rev. Beth Johnson

**Chalice Lighting** Rachel Rott  
Reading by Steven Crump

**Check-in**

**Call to Order 6:45 pm**

**Approval of Prior Board Minutes & Notation of Board Actions Between Meetings**

Rachel moved, Julie seconded – June board minutes approved

**Review and Approval of Written Agenda - approved**

**Reports 6:35-6:55**

- Minister's Report (Monthly) – Rev. Beth on study leave July 31 – August 15
- *Right Use of Space Task Force Update*—next month
- Director of Children and Family Ministry Report - next month
- *C-CAT Chair Report --No report this month*
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- Finance Stacy Carlson – see attached

**Old Business (Action Items)**

- Cell Tower Update (Julie)  
Board will receive information from Brad Dre. Board will send out a survey to the congregation, providing information about the cell tower, and providing members the opportunity to give input.

**New Business 7:20-8:30**

- Welcome new members - Roles, Responsibilities, Covenant  
Reviewed job descriptions and roles for board members. Reviewed covenant. Stated desire to work collaboratively. It will be revisited at the board retreat.
- Find a regular monthly meeting time -  
**Board meeting on the first Tuesday of the month – 6:30 pm, next meeting September 5**

• **Board Retreat possible dates – August 26 and October 21 at 9:30 am – 3 pm**

- Checking Accounts - Rachel moved, Kelley seconded - that finance director be given authority to consolidate checking accounts. Motion passed.
- Payroll Company – Stacy moved, Kelley seconded that the fellowship engage the services of a payroll company.
- Accompanist Additional Budget  
Julie moved, and Kelley seconded – that the budget for Accompanist be increased by \$900.00
- CCAT Chair position – Kelley will chair in August, board will work toward finding a new coordinator
- Personnel Committee - Tabled
- Stewardship Task Force - Tabled

**Executive Session**

**Next Meeting:** September 5

**Thoughts/Gratitude**

**Adjournment 9:02 pm**

**Board Covenant**

*We will follow and model the Palomar UU Fellowship covenant.*

*We will operate from a presumption of good will.*

*We will respect each others' time and boundaries.*

*We will be accountable for our roles and responsibilities.*

*We will take responsibility to call for a process check when warranted and will delegate and refer non-Board matters to the appropriate person or committee.*

*Once a Board decision has been reached, we will speak with one voice, respecting the process that led to the decision.*