

USG Board of Trustees Meeting Minutes, August 27, 2013

Members present: Dennis Strain, Leni Windle, Tom Ott, Craig Miller, Bob Williford, Ann Schoonmaker

Non-members present: Rev. Kent Matthies, Gloria Smith, Daniel Gregoire

Minutes Approved: The minutes for the July 22 meeting were approved, 5-0-0.

Minister's Report: The report circulated on August 23 was accepted.

Policy on Grants: The policy was amended to add the following underlined language to the second listed procedure:

The Finance Council must screen all Grant applications. The Finance Council will not be responsible for compliance and reporting on grant disbursements, but will receive copies of all reports.

As amended, the policy passed 5-0-0.

Heat For Youth Lodge

The Board voted 5-0-0 to transfer \$6000 from the Combined Investment Fund to pay for heating repairs to the Youth Lodge.

Safe Congregation Policy: The Board continued its review of the policy developed by Tom Ott, Rev. Kent, Andrea Barsevick, Betsy Gabriel, Jody Whelden, and Dave Dearden. The Board made the following changes, subject to a final vote:

p3, Definitions: Add the following definition of "ChildLine" and use it throughout the document whenever reference is made to the Office of Children and Youth, the Department of Welfare, and Child Line.

"ChildLine" refers to the ChildLine Section of the Bureau of Policy, Programs, and Operations, Office of Children, Youth and Families, Department of Public Welfare, operating the hotline 800-932-0313.

p5, C. Screening and Selection of Religious Professionals and Staff

Paragraph 2: All Religious Professionals and Staff members must agree to participate in ~~annual~~ criminal and child abuse screening every three years and each must agree to be bound by the Code of ~~Conduct~~ Ethics set forth in this policy.

p5, D. Supervision Procedures

Paragraph 1: Each group ~~should~~ will have at least two assigned workers ~~present at all times~~ with at least one worker being an adult.

Paragraph 2: In order to provide visibility into classrooms any window coverings will be open and/or the door to any classroom must remain open at all times for up to grade 6.

Paragraph 4: Bathroom procedure deleted.

p6, Code of Ethics: substitute current UUA code.

p7, E. Conduct for Adults Working with Children and Youth, paragraph 4.

Subparagraph c, *Confidentiality vs. Secrets*: In the third sentence, change "the member" to "a member." [**This paragraph directs workers to contact the ChildLine in the case of "imminent danger." Discussion at the meeting indicated a preference for contacting the DRE or the Minister who, in turn, would contact ChildLine.**]

p9, B. Reporting Procedures

Paragraph 4: The Team shall be responsible to notify the parent or guardian of the affected child or youth unless the parent or guardian is the alleged abuser.

p10, C. Responding To Incidents or Allegations of Abuse or Misconduct by An Adult:
Change the paragraph enumeration from small letters to numbers.

p11, D. Responding To Incidents or Allegations of Abuse or Misconduct by A Youth or Child

Opening paragraph, second sentence: The difficulty is that in some cases these children may simply be acting on their feelings impulsively, not quite understanding the importance of boundaries, ~~whereas in other cases, youth and children who abuse, bully or engage in sexual activity with other children (or even adults) may become future adult offenders.~~

p13, F. Ongoing Disruption:

Subparagraph a, first sentence: The Minister will determine whether he/she wishes to handle the situation privately, or ~~request the formation of~~ appoint an ad hoc task force ~~appointed by the Committee on Ministry~~ to further investigate the matter.

p14, I. Context for the Offenses

Subparagraph a, second sentence: Is the conflict between the individual and others in the ~~fellowship~~ society?

Meeting adjourned at 9:30pm.

Respectfully submitted,

Dennis Strain

Minister's Board Report

August, 2013

Rev. Kent Matthies

I start this report by extending prayers of peace and comfort to Andrea Parry for the passing of her mother this week.

Unfortunately, my time during August has been dominated with taking care of a bulging disc and pinched nerve in my neck. As of today I am receiving three sessions of physical therapy per week and improving ever so slightly. My physical therapist has directed me on which activities are allowed and not. Fortunately, the majority of my family and work duties are permitted within my recovery regimen. Since my study leave ended on August 16th I have been working full-time and expect to be able to continue doing so. That being said I have been instructed to expect a slow recovery that may take months. I am very grateful for the warm and supportive cards, emails and calls I have received from people throughout the congregation.

As many of you know the County Clerk in Montgomery County began dispersing same sex marriage licenses in July. As a member of the board of the UU Pennsylvania Legislative Advocacy Network I was asked speak at a public hearing in front of the County Commissioners on August 1st. I gave public testimony on that day and was interviewed by the press on behalf of our UU organization.

I have been in conversations with Tom, Andrea and the staff around the development of my priorities for the 2013-14 USG Year. This document is still in development, but I share the

basics with for your review and input. I am working specifically with Andrea over the next weeks to make a list of specific outcomes and duties within each priority area.

My Priorities:

Ensure excellence for start-up of Daniel Gregoire Director of Faith Development

- clear, accurate job description by 9/1/13
- clear priorities agreed upon by Kent, Daniel, Board, RE Committee, and MPC by end of September
- Implementation/training of Safe Congregations policies as they apply to RE
- Director of Faith Development start up with assistance from JPD/UUA
- working covenant between Minister and DFD
- weekly supervision meetings starting August 16, until identified as no longer needed

Ensure Excellence for Second Service Launch

- with Linda Brunn as co-chair to coordinate all the key players
- Agree upon planning and execution of music for both services - each service to be planned with excellence.
- work with Gloria Smith and key stakeholders to ensure welcoming team provides smooth logistical transitions throughout the morning (including parking!)
- coordinate with Worship Arts for a timely and spiritually enriching flow in our orders of service

Consider simplification and improvement of USG structure for Governance and Ministry (See board priorities)

Coordination with Board, Staff and MPC

- Help to align Board, Staff and MPC goals and undertakings. Align key efforts of these groups with the mission, core beliefs and values and congregational goals.

Coordination of Theme Based Ministry

- Facilitate most efficient sharing of ideas and collaboration of themes amongst worship, small group ministry and RE leadership teams. This work is particularly important with Daniel Gregoire and the RE working group of Treva Burger, Jenn Leiby and Lee Carpenter.
- Facilitate vibrant, effective communications and marketing of theme based programs to include as many as possible of current members and to attract new people to our community.

Lay Groundwork for Capital Campaign for Master Plan Implementation (if determined viable)

Help Board to Staff and Launch a Transformation Team

Request for Board Help:

Communications/Publicity for Second Service

I am working with the Ginsberg family, Jay Klales, Gloria Smith, Bob Williford and others in the production of a promotional video for our second service launch. We are filming next Thursday evening with our new band and hope to produce, release and distribute the video before the end of Labor Day weekend. As I mentioned last month it still would be wonderful if a few board members could help attract some people to this publicity project. If you have questions or ideas please let us know.

Two new Personnel members:

Also, as mentioned previously: Betsy Gabriel provided tremendous leadership and skill on our Personnel Committee for many years. She has now stepped off the committee after major accomplishments. Patricia Hamill and I agree that we need two strong people to fill the shoes of Betsy. We would love if the board would think about and possibly help us recruit folks who can be responsible and productive.

