

**Rocky Mountain Conference UCC
Regular Board of Directors Meeting via Zoom
February 24, 2021**

Board Members Present: Sue Artt, Judy Baillie, Deborah Barnard, Lee Berg, David Bristow, Shelly Dunham, Mark Dutell, Ken Ingram, Wendy Kidd, Ben Konecny, Mark Long, Andy Nielsen

Others Present: Erin Gilmore, Martha Jones

A regular meeting of the Board of Directors of Rocky Mountain Conference UCC was called to order by Moderator Judy Baillie at 9:03 am on February 24, 2021. The minutes of the regular meeting of November 18, 2020, and special meetings of December 2, 2020, and January 7, 2021 were accepted as written. The agenda was approved. Judy provided a reflection and check in followed.

Clifton Strengths Assessment - 34 Skills Report

David Bristow shared a presentation of information gathered from the Clifton Strengths Assessments taken by Board members. The Board discussed the results in light of the Board's capacity to provide leadership for the conference.

Bylaws Report

David Bristow presented a report from the group tasked with providing an appropriate mechanism for improving the structural components of the conference. Serving on this group with David were Wendy Kidd, Ken Ingram, Tracey Dawson, with advisement from Judy Baillie and Sue Artt.

Proposed bylaws changes included creation of the Wider Ministries category of implemented ministries, definition of Task Forces and authorization for their creation by the Conference Minister, definition of "Annual Celebration" as both an annual celebration and business meeting, and the addition of language to permit electronic meetings.

Board members are requested to send comments and any additional changes to David, with a vote to be taken at the next Board meeting to recommend bylaw changes for consideration at the 2021 business meeting of the conference.

Nominating Report

Ken Ingram reported on ongoing work of the Nominating Committee: youth delegates for the General Synod this summer, an Anti-racism Team to be composed in consultation with the new Associate Conference Minister, and a conference wide Committee on Ministry if it is decided to move forward with that initiative.

Finance Committee

Shelly Dunham reported that the Finance Committee recommends the conference pursue the second round of PPP loans and made a recommendation regarding allocation of funds for the Tributary Fund.

ACTION: Upon motion and second, the Board unanimously approved allocation of up to \$60,000 from Board designated funds for the Tributary Fund for 2021.

The Finance Committee was tasked with making a recommendation regarding change of the conference fiscal year, which would require a bylaws change.

Gifts Policy

Shelley presented and explained a proposed policy regarding acceptance of gifts to the conference. She described the need for a formal policy, the importance of balancing the interest and wishes of donors and the purposes of the conference, and the fiduciary responsibility of the Board in exercising due diligence in both the acceptance and disposition of gifts.

MOTION: Upon motion and second, the Board unanimously approved the Gifts, Godsend and Donation Policy.

Shelly & Mark Dutell were tasked with reviewing the bylaws to standardize language regarding the responsibility of the Finance and Personnel Committee regarding development and maintenance of policies.

Tributary Fund Report

Lee Berg reported on the funding cycle for the Tributary Fund, promotion of the availability of funds and plans for review of applications following the March 15 deadline. Mark Dutell was tasked with working with Lee on the process of evaluating applications.

Moderator Report

Judy informed the Board of the support our conference leadership has given to the Northern Plains Conference upon the death of their conference minister, Reverend Keith Mills. Following discussion, Judy appointed the following individuals to a committee to develop and implement a needs assessment of the conference: Judy Baillie, Anne Cabbage, Erin Gilmore, Andy Nielsen, Ben Konecny and David Bristow

Conference Minister Report

Sue discussed the following:

- The conference will promote the UCC initiative to raise pass-through disaster relief funds for Texas.
- Nominations to the UCC Board of Directors to be voted in at Synod will include three members of RMC: Mark Dutell (had filled a vacated term - to be elected to his own term this Synod), Courtney Dobbins, and Daniel Su'a.
- In accordance with delegation provisions in the bylaws, Sue delegated Erin Gilmore to the conference minister seat on the RMC Endowment Board of Directors and Liska

Randal to the conference minister seat on the Board of Directors of Ecumenical Ministries Inc.

- Sue informed the Board that, following review with national UCC legal counsel, she signed a Release of Restricted Use Covenant releasing the land at 2500 S. Sheridan from use as a church.
- She updated the Board on the status of the management of the property at 2500 S. Sheridan and disposition of items in the building. The sale of these items will go toward the In the Mud grants.
- General Synod will be entirely virtual this year, over the course of two weeks.
- The new position description for the Association Conference Minister will be posted within a few days, with profiles to be submitted by mid-March. She discussed plans for reviewing applications and she and Judy spoke to the need for Board engagement in conversations as we move into the challenges of this time.
- Erin discussed the cross-conference Committee on Ministry, an initiative initially brought forward from the association leaders meeting in 2017, which has been on hold during the pandemic. The Board discussed the challenges of dividing clergy authorization and review by region and the opportunities for a redefined role for associations if this work were to be aggregated at the conference level. The role of associations regarding the standing of churches has yet to be resolved. Associations will be asked to authorize in their spring meetings a conference-level committee on ministry for a trial period of 2 years.

At this time the Board moved into Executive Session to discuss a confidential matter. Following the Executive Session the Board took a lunch break. After lunch the Board participated in a community building exercise.

La Foret Board Appointment

Sue informed the Board of the unique set of capacities Kristina Lizardy-Hajbi has to bring to the La Foret Board of Directors to help move the organization forward in its mission and vision.

ACTION: Upon motion and second, the Board unanimously approved the appointment of Kristina Lizardy-Hajbi to the La Foret Board of Directors.

Annual Celebration

Sue shared a proposed schedule and parameters of the Annual Celebration and the annual business meeting, to be held virtually June 7 – 13. The business meeting will be on Saturday morning, June 12. The Board had an opportunity to ask questions and provide direction and feedback.

Erin discussed information about a possible keynote speaker. The Board discussed the proposed speaker and program at length. The Board discussed pricing for the Annual Celebration and/or the keynote session. Judy named a small group to research pricing: Shelley, Ben, Deborah.

ACTION: Upon motion and second, the Board unanimously approved the direction for a keynote speaker for the Annual Celebration and authorized Sue to negotiate a fee.

ACTION: Upon motion and second, the Board unanimously approved the Standing Rules for the Annual Celebration.

ACTION: Upon motion and second, the Board unanimously approved the Resolution Guidelines for the Annual Celebration.

Personnel

Mark Dutell presented a revision to the personnel policy developed by the Personnel Committee regarding employees working remotely. He explained the need for such a policy, described the major provisions, discussed how this policy reflects best practices, and indicated that Sue has reviewed the policy and believes it is workable in our situation. Mark Long suggested a minor editorial change. The Board discussed the proposed policy.

ACTION: Upon motion and second, the Board unanimously approved additions to the personnel policy regarding working remotely.

Mark presented proposed changes to the RMC Clergy Compensation Guidelines which would increase the salaries on the Annual Salary and Housing Allowance Table to reflect inflation since the chart was last revised. The proposal applies a 6.2% increase for inflation to the median, maintaining the current standard deviations from the median. Mark cited the references he used in developing the proposed changes.

MOTION: Upon motion and second, the Board unanimously approved applying a median 6.2% increase for inflation to the salary chart in the RMC Clergy Compensation Guidelines to be presented at the Annual Celebration.

At this time Erin left the meeting.

Staff and Conference Minister Salaries

Mark presented a summary of proposed salary increases for staff. He explained that, while evaluation of staff and setting staff salaries are the responsibility of the conference minister, the Board has advisory and oversight responsibility. The review he presented included comparison to market and performance. The Board discussed the recommendations with Sue.

At this time Sue left the meeting. The Board discussed the proposed salary and the benefit package for the conference minister. The same competitive market and performance data were applied to the recommendation.

MOTION: Upon motion and second, the Board unanimously approved a salary increase of 3% for Conference Minister Sue Artt for 2021.

Wrap Up, Closing Reflection and Adjournment

The meeting ended with a wrap up and closing shared by Deborah. The Board adjourned at 3:34 pm. The next Board meeting will be April 28, 2021, 9:00 – 3:00 via Zoom

Respectfully submitted,

Martha Jones, Scribe