

**Rocky Mountain Conference UCC  
Regular Board of Directors Meeting via Zoom  
September 22, 2022**

**Board Members Present:** Shelly Adams, Sue Artt, David Bristow, Eleanor Downey, Mark Dutell, Daniel Haas, Ken Ingram, Wendy Kidd, Gail McDougale, Karen Trainor, Selena Wright

**Absent:** Mark Long

**Others Present:** Anthony Scott, Erin Gilmore

A regularly scheduled meeting of the Board of Directors of Rocky Mountain Conference UCC was called to order by Moderator Ken Ingram at 9:05 am on September 22, 2022. A quorum was established. Moderator Ken Ingram offered an opening reflection, held short introductions so all Board members could get to know one another. The agenda was reviewed and accepted. The minutes of the regular session on June 9, 2022 were approved.

### **TASK FORCE/COMMITTEE REPORTS**

#### **Treasurer's Report\***

Shelly Adams reviewed the Balance Sheet dated 6/30/22 (prior year end), stating we have well over 2 years of current assets, compared to the standard for non-profits of at least 6 months – we are in good shape, in large part due to the sale of property in the past year. She noted there was some clean up of the Balance Sheet that the Finance Committee would undertake this year.

She then reviewed the Profit & Loss for year end 6/30/22.

Noting that in the 2022-2023 Budget Year (current year), the following assumptions have changed (approved at Annual Celebration 2022):

- \$15/member for Per Capita dues
- 15% of Per Capita to La Foret (down from 20% in previous years)
- 15% of OCWM to National (down from 18% in previous years)

Shelly listed the projects Finance Committee would undertake this year:

- Implementation of the Investment Policy adopted by 2021-2022 Board
- Balance Sheet clean up

- Outside Review of accounting records
- Start up of the Funding Position
- Stewardship

### **Nominating Report**

Mark Dutell reported that previous Board member Lee Berg resigned upon being elected to the Board Chair for Archway Communities. Mark reviewed the bylaw that allows the Board to appoint a successor to fill the term until the next Annual Business Meeting.

Mark nominated James Foucher Jr. to fill the vacancy left by Lee. Conversation ensued, and James was unanimously confirmed as the Board's appointee to fill the vacancy through Annual Celebration 2023.

### **Personnel Report**

Karen Trainor shared the committee's work for this coming year:

- Reviewing the Personnel Manual's policy on holidays
- Reviewing the Personnel Manual's policy on paid time off, noting particularly new state law restricting our previous "use it or lose it" policy
- Helping set a salary schedule for the next year.

She also offered they will work on a Conference Minister evaluation tool for 2023, citing that she had reached out to National and 12 other conferences and still hadn't found a tool that met our needs.

### **Tributary Fund**

Selena Wright explained the purpose of the Tributary Fund to new Board members, named the recipients of the Tributary Fund awards for 2022, and shared a bit about each ministry. She also shared a few insights from a trip she, Mark Dutell, and Sue Artt took in late August to meet with Salt Lake City awardees.

She concluded by laying out objectives for the upcoming year, building on the work that has been done and increasing support for call-bearers in all stages of the process from dreaming, to grant writing to implementation.

### **In The Mud Grants\***

Mark Dutell offered he had worked with Exec Admin Melissa McCarl, and immediate former Board Moderator Judy Baillie to name the 2022 In The Mud recipients. The list is on the Board drive for review. \$20,000 was possible for the grants, and "we spent every penny." Mark reported that Melissa staffed this effort very well.

### **Break**

## **Onboarding New Members**

Ken, Mark and David provided some context for new Board members and a review for others. David took the Board through the shared Google drive file structure, reminding members that they can only access the Google documents with the one email ID they are using for Board work.

## **Annual Celebration Theme\***

CM Sue Artt asked that the Board start their consideration of Annual Celebration theme, then suggested picking up a thread from the 2019 Board Retreat which got dwarfed by COVID. The 2019-2020 Board had reflected on the need to help people have powerful conversations on difficult topics, and the work never picked up because of COVID.

The Board talked about the value of helping people learn how to have difficult conversations, and agreed to use this as the centerpoint for our Annual Celebration 2023. A team was commissioned to search out methodologies and facilitators to lead this at the Annual Celebration. The team consists of: Gail, Daniel, Wendy, Selena, and Sue.

## **Lunch**

## **CM Report\***

- **Real Estate** - Sue first discussed the potential of placing 1140 W 5th on the market, given the difficulty of renting the lower section of the building without appropriate parking for an office or without necessary ceiling height for a warehouse. She reported vandalism in the courtyard behind the lower level, all detailed in the CM Report of this date.

MOTION: Grant authority to Sue Artt and/or Ken Hoagland to list the building with real estate agent Kevin Lentz and accept a price over \$1,000,000. M/S/P

- **Staff** - Sue shared the sad news that our Financial Associate, Janice Travis, passed away on Thursday, September 15, 2022; we observed a moment of silence for her. Janice had worked for the Conference since March 2018. Sue will officiate her service, and shared arrangements when defined. Sue is seeking a replacement.
- Sue reviewed the alignment of major responsibilities throughout the Conference staff, detailed in the CM Report online.
- **Sabbaticals** - Welcoming Erin back from sabbatical, Sue reminded the Board that each of the three clergy members of staff have a sabbatical in their terms of call

– Sue’s to take place in 2023, Anthony’s in 2026, Erin next up in 2027. Sue indicated her intention to take her sabbatical next fall and encouraged the Board to start making plans for coverage.

- **Scribe** - Sue has enlisted the help of Karen Howe to scribe for the Board this coming year. Karen will join us at our November meeting.
- **Search & Call** - Sue invited Erin & Anthony to share their progress with churches in transition – some calls have remained open for close to two years. The Board had a great deal of interest in talking further about how to handle difficult-to-fill pulpit, and this could be a topic for a future meeting.
- **Jubilee 2022** was conducted on Tuesday, August 16, 2022 with about 40 people attending. While it was scaled back from the original three-day plan, the discussions were strong and healthy and people reported having had a great experience. Anthony had offered two sessions on Anti-Racism, and Sue offered two sessions on A New Spiritual Consciousness.
- **AC 2022 Content Sessions** - In the spring when we offered the Annual Celebration for 2022, we thought we needed to provide some content sessions later in the year, given we were short-staffed and condensed the June meeting to pretty much just business. The date for Zoom content sessions was Saturday, November 5. Citing trends indicating people seem burned out on more meetings, the Board affirmed Sue’s request to not hold the November 5 sessions, and will advise the Conference.
- **Annual Celebration 2023** - Staff has secured the Doubletree Inn in Grand Junction for Annual Celebration 2023 on June 15-17, 2023. The cost of Annual Celebration will return to pre-COVID rates of approximately \$300/delegate, to include meeting rooms, meals and refreshments; this price will not include lodging, although a block of rooms at a favorable rate has been reserved. There are also many other hotels which could offer cheaper rates within the vicinity. A more detailed cost analysis will be available for Board sign off in November.
- Sue noted that La Foret is holding space for AC 2024.
- **Boulder Fire Response** - Sue reported how generous the Conference was in providing contributions for Boulder’s late 2021 fire recovery. In total, \$18,517 have been sent to First Congregational in Boulder for their ministry to several marginalized families (Family Learning Center) who lost everything in the fire.
- **Funding Position** - Noting that the 2022/23 Budget includes salary for a Funding Position which was to start 9/1/22, Sue noted 1Q23 is a more realistic estimate given difficulties of the past summer, and need to bring on a new Financial

Associate.

- **Pastor Appreciation Month is October** - Karen Trainor and David Bristow will work on an article to be published the last week in September making people in the Conference aware of Pastor Appreciation Month.
- **Conference Credit Card** - Sue has held the Conference credit card in her name and credit since 2013, and cited best practice that travel cards are the more appropriate solution for our traveling ACM's. Shelly and Ken agreed to look into a new approach to providing staff with credit cards by the November meeting.

### **Moderator's Report**

Ken offered that he was happy to be in the position, but didn't have much to report as this is the first Board meeting.

### **ACM Reports**

Erin shared a slideshow of photos from her sabbatical, lifting the value of being able to stop the constancy of work, lift your head and see the bigger picture. She thanked the Conference for the gift of sabbatical.

She then shared the progress on the Conference Wide Committee on Ministry (CWCOC) and the enormous value and success of the first face-to-face meeting in Grand Junction the weekend of September 8-10.

The items passed at the CWCOC retreat can be found [here](#).

Gail asked what was the process of evaluating the CWCOC, reminding that the "Provisional Conference-Wide Committee on Ministry" runs through Nov 2023, and this needs to be on the Board's radar.

Gail also asked who does the nominating for the CWCOC, noting a current vacancy in one MDA position; Erin offered there was another vacancy as well and she will work with the RMC Nominating Committee for appointments to these vacancies.

### **Break**

### **ACM Reports - Anthony**

Anthony shared successes from recent trainings and bookstudies he has conducted on Anti-Racism work. He indicated the presentation he shared at the CWCOC in Grand Junction was received with robust conversation.

Anthony shared his vision for Anti-Racism clergy training and his hope that the Board would all be trained and include a training moment in each Board meeting.

**Silt - Church of the Valley Request to Withdraw from Covenant with the RMC and UCC\***

Sue led the Board through the request from Silt to withdraw from the RMC/UCC, and the reversionary clause in their Constitution which reverts the property back to the RMC should the church decide to withdraw.

The Board commissioned a committee to contact the church and potentially work with an attorney to come up with a resolution for the November Board meeting. Erin will lead this effort with the help of Mark Long, David and Daniel.

**Next Meeting**

Next meeting date is Thursday, November 17, 2022 by Zoom.

Ken offered a closing reflection.

The Board members entered Executive Session, and staff members CM Sue Artt, ACM Erin Gilmore, and ACM Anthony Scott left the meeting.

The meeting was adjourned after the Executive Session at a time not documented.

Respectfully submitted,

Rev. Sue Artt, CEO and Corporate Secretary

*\* Additional supporting documentation available on the Board Google Drive under folder Meetings & Supporting Documents for the meeting date.*