

Minutes of Governing Board Meeting – 4th January 2022

Attendees: James Chavis, Clare Coughlin, Rev. Elder Cecilia Eggleston, Rev. Elder Diane Fisher, Mark Godette, Chad Hobbs, and Rev. Alberto Najera, Rev. Marie Alford-Harkey joined the meeting at 5:43pm Eastern time,

Staff: Tammy Rabon-Noyce

Apologies: none

Establish Quorum: Meeting commenced at 5:04 pm US Eastern / 9:04 pm UK GMT / 4:04 pm US Central

Opening Prayer: Rev. Elder Carolyn Mobley-Bowie

Brief Check In: Check in from all present

Consent Agenda:

- Minutes of December Meeting
- Moderator's Report

Motion to accept the minutes of the December meeting and the Moderator's Report.

Moved: Rev. Elder Diane Fisher

Seconded: Clare Coughlin **Passed**

Motion to accept the Moderator's Report for December 2021.

Moved: Rev. Elder Diane Fisher

Seconded: Mark Godette **Passed**

Discussion Agenda: New Business

After discussion about filling the vacancy on the Governing Board that occurred as a result of Rev. Paul Whiting's resignation the Governors think it is too close to the upcoming elections to onboard another member.

Motion to leave the Governing Board Position vacated by Rev. Paul Whiting's resignation open until the 2022 General Conference.

Moved: Chad Hobbs

Seconded: Rev. Elder Diane Fisher **Passed**

Bylaw proposals from GB discussion – James agreed to join staff in reviewing the disaffiliation process, which may result in a bylaw proposal from the Governing Board. Clare is also going to

consult with the Governance Committee regarding electronic communication areas per request of Rev. Diane Fisher.

Strategic Planning Session 22 January – Evangeline Weiss (Anti-Racism trainer, facilitator at 2017 PAD conference, Beyond CONflict trainer) will work with us to align our work and seek opportunities for collaboration with Governing Board, Council of Elders and staff.

Naming UFMCC as “additional insured” discussion – Staff would like some direction from GB as to whether this needs to be added as a policy or guidance. Rev. Elder Diane Fisher agreed to investigate and will bring back to the Governing Board.

COVID-19 Update: Rev. Elder Cecilia Eggleston

We continue navigating the impacts of Covid-19 and monitor its global impact. Some churches have gone back to virtual services. Prayer vigil from Council of Elders on 6th January 2022

General Conference Update: Rev. Elder Cecilia Eggleston

Rev. Elder Cecilia Eggleston offered an update. Africa will be an online only option, and staff are close to a physical location for Europe. The committee continues to monitor COVID and a decision will be made early enough if there is a need to only have an online conference. Safety is a paramount consideration.

Election of Governing Board Members – The Governing Board Nominating Committee is receiving applications until 31st January 2022. Any current Governing Board members whose term finishes at General Conference 2022 need to complete and submit an application by this deadline.

Financial Report: Chad Hobbs

Due to the holidays, the November 2021 and December 2021 financials will be presented in February 2022.

Budget 2022:

The Treasurer presented the 2022 budget (US\$947,015.68) for approval after its first reading in December 2021.

Motion to approve the budget of US\$947,015.68 for 2022.

Moved: Chad Hobbs

Seconded: James Chavis

Passed

Update on Meeting with Henderson Financial Group (Endowment Fund): Chad Hobbs

Rev. Cecilia – The Henderson Financial Group (HFG) continue to be great partners for us and the main work on investment policy is now complete. We will soon also have policies which will guide when UFMCC may withdraw funds and the balance to maintain.

Accounting Manual Update: Chad Hobbs

Work is ongoing; goal is for completion soon.

Motion of Appreciation to Rev. Elder Diane Fisher for supporting our staff in resolving a significant banking issue.

Moved: Chad Hobbs

Seconded: Rev. Marie Alford-Harkey

Passed

HR Manual Update: Mark Godette

Work is ongoing. By December, a finalized first version should have been reviewed by staff and legal counsel with the goal of a published version available in January 2022.

Other policies within the current draft manual, such as sexual misconduct and social media policy, need to be reviewed separately. The HR Team will discuss how best to do this.

PTO Policy: Mark Godette

Rationale: Having presented the PTO policy to staff, there were two areas where the presented policy talked about historic rather than current process. The following two paragraphs are not needed under our current working practices.

Motion to revise the PTO Policy by removing the language in the following paragraphs:

Paid Time Off and Vacations

All regular full-time employees who would otherwise end the year at their Paid Time Off (PTO) accrual cap are required to submit a written plan to the HR Liaison no later than October 10th that ensures that the employee does not exceed their cap by year end.

Employees who would otherwise end the year at their PTO accrual cap are required to take PTO during the last week of the year and the first week of the New Year.

AND

PTO Requests

Employees are required to share their work calendar with their supervisor and the HR Liaison. The calendar must also show all events/meetings/ conferences being scheduled by the employee at which they will attend as part of their work for UFMCC.

Moved: Mark Godette

Seconded: Rev. Elder Diane Fisher

Passed

Governance:

Bylaws Committee - The Current Governance Committee will act as the Bylaws Committee for General Conference 2022.

Procedures Committee - Rev. Elder Cecilia Eggleston and Clare Coughlin are recruiting members for the Procedures Committee. This committee will set the procedures for the General Conference 2022 online Business meeting.

Church Updates, Closures and Disaffiliations: Rev. Elder Diane Fisher provided an update.

Commissions: The Work of the Commissions is ongoing – all need to be thinking about reports for the 2022 General Conference, and there will need to be time for translations, so probably a May deadline.

- **Commission on Communication:** Rev. Alberto Najera Governing Board Liaison
- **General Conference Commission:**
- **Assessments Commission:** Rev. Elder Diane Fisher as Governing Board Liaison.
- **Commission on Rites and Sacraments:** Rev. Marie Alford-Harkey as Governing Board Liaison & Rev. Dr. Axel Schwaigert – Commission Co-Chair
- **Commission on Pathways of Healing and Reconciliation:** Clare Coughlin as Governing Board Liaison.

Feedback from Judiciary Process Working Group: Rev. Elder Cecilia Eggleston indicated the work is ongoing.

Ongoing Items:

Draft 2021 Governing Board Year in Review is in development.

Governing Board Policy Manual – Rev. Elder Cecilia Eggleston, work is ongoing.

Future Agenda Items:

Fund Development Group - February 2022

Motion of Appreciation to Rev. Dr. Kharma Amos and Marina Laws for their outstanding work in fund development and especially the performance of the end-of-year campaign.

Moved: Rev. Elder Cecilia Eggleston

Seconded: Chad Hobbs

Passed

Dates of future meetings:

Saturday, 22nd January 2022 for Strategic Planning meeting with staff, Governing Board and Council of Elders representation

Tuesday 1st February 2022 (Fund Development Group, Rev. Dr. Roland Stringfellow for Commission on Pathways of Healing Interim Report)

Tuesday 1st March 2022

Tuesday 5th April 2022

Tuesday 3rd May 2022

Tuesday 7th June 2022

Tuesday 5th July 2022

Tuesday 2nd August 2022

Tuesday 13th September 2022 (changed from 6th due to World Council of Churches)

Tuesday 4th October 2022

Tuesday 1st November 2022

Tuesday 6th December 2022

Close in Prayer: Rev. Alberto Najera closed the meeting in prayer at 6:58pm US Eastern / 11:58 pm UK GMT / 5:58 pm US Central.