

Unity of Greater Hartford

December Board Meeting Minutes – Thursday, December 20, 2018 – 6:30 to 8:30 pm

Attending: Rev Christine Boylan, RitaFaith MacRae, Scott Harrison, Terry Guzauckas, Agnes Rose and Lee Dittman (by phone)

Pray in and Master Mind at 6:30pm

The Board approved the revised Inclement Weather Policy.

The Nominating Committee due date for Board applications is January 14th. Sunday January 13th is the last day to talk to potential new Board members. We are required to give a ten day notice to our members about the candidates and the Annual Meeting. The Annual Meeting tentative date is Sunday February 24th.

Board Goals for 2019: the suggestion was made and accepted that we look at new goals after the Annual Meeting so new Board members can contribute.

There will be a Priorities Workshop on Saturday January 19th given by Rev. Christine. The Board is asked to promote this workshop by inviting others.

The Office Manager Job Description was approved by the Board. The Board asked Rev Christine to create an agreement for the Office Manager regarding these four hours.

The 2019 Budget was revised and approved with an additional pay to the Office Manager for 4 hours of work on Sundays.

Scott gave an overview of an Incident Report sample. A Board member should always be called when there is an accident and they should complete the Incident Report, The Board Member will make the decision on whether to call an ambulance. The community should be educated on this policy. Terry will create a draft policy for our Board meeting in January. Scott will make suggestions to our current Incident Report at that meeting.

Accident: In response to a congregant's request for a payment from the church for an accident sustained on church property, the Board voted that the church will not enter into a separate agreement with any individual but instead will let the Insurance Company handle all claim matters. We will check the Board Safety Policy to see if any changes are required to our current policy.

New Business:

Safety: The Board discussed creating an Emergency Evacuation Procedure. The Board asked that the Portico and back door lights be left on at night as well as an office light.

Eastern Region Leadership Training: The Board is to attend a private Friday evening meeting with Pat Bessy from the Eastern Region and then join with other Unity church leaders for an all-day training on Saturday, April 6th from 9am to 4pm.

Pray Out: Scott Harrison

Important Dates: Next Board Meeting is Thursday January 17th; Annual Meeting: Tentative date February 24th Eastern Leadership Conference at Unity on Friday Evening, April 5th AND Saturday, April 6th 9-4pm

Submitted by Board Member Agnes Rose