

HUUF Board of Trustees

Meeting Minutes

Nov 9, 2021

Opening

The regular meeting of the HUUF Board of Trustees was called to order at 7:05pm Nov 9, 2021 by Debi Cooper.

Present: Rebekah Paez, David Marshak, Sally Williams, Debi Cooper, Chris West, Sandy Lynn, Montana Caouette, Peter Farriday, Sylvia Shaw, Amy Day

Absent: Cassie Brillbeck

Approval of Minutes

The minutes of the previous meeting were approved after comment that Bridgette and Scarlett are not considered "absent" since they are not required to attend.

Agenda Items

1. Building Use and Monthly Reports:

a. Issue of use of HUUF building by nonprofits:

- i. There was discussion regarding Sylvia Shaw's request for the use of a room at HUUF for her upcoming mediation session, as well as the possibility of the Humboldt Mediation Services (HMS) ongoing use of our building. Sylvia's use of either the CARE building or the Multipurpose room for 2-3 hours on Tuesday Nov 16 was approved by the board.
- ii. The Board agreed to offer Humboldt Mediation Services use of our building once each week from now until the end of April, 2022, as authorized by our Building Use policy for nonprofits, for events co-sponsored by an official committee of the Board. "...ALL sponsors of "free events" will be asked to make a donation to HUUF towards the wear and tear on HUU facilities." Sylvia Shaw will make arrangements for such with Bridgette.

b. Discussion of Monthly Reports:

i. DRLE:

1. Kitchen Use: There was a discussion regarding issues pertaining to the use of the kitchen by non-profit as well as for-profit groups. This was a continuation of the discussion from last month.

Action Item: >>> Sylvia will finish writing her written proposal and send it via email for board approval before the Dec Newsletter deadline (Nov 20).

- ii. **Admin report:** no issues/concerns
- iii. **Minister's report:** no issues/concerns

2. **Financial Reports:** A question regarding the Halloween Festival money was clarified by Beck. There were no further issues or concerns.

3. **Board personnel manual review process:** The personnel manual review committee (Kate, Sylvia, Bert and Debi) has written a preliminary draft for a new manual, and requests that the board accept it. David made a request for a volunteer to join him in reading through the old and new personnel manual documents.

Action Item >>> Beck and David will review the documents and report back to the board.

It was noted that going forward Debi will no longer be serving on the committee.

4. **Auction 2022:** Debi will chair this event to be held in early February. Debi's vision is for it to be in-person, but with covid safety in mind.

5. **System for limiting Sunday Service attendance to 40 (or 30):** There was a discussion regarding the challenges that arise surrounding reserved seating and late comers.

Action Item >>> Montana and David will make sure that there is a check-in list of reservations for each Sunday and create a check-in procedure.

It was noted that we need to help people understand that there is limited seating, and that people who do not make a reservation cannot be guaranteed a seat.

6. **Pledge drive next spring:** The board members were asked to think about serving on the Pledge Drive committee. The committee will work with Peter regarding the pledge drive service. It was recommended for two or three board members to serve on this committee.

7. **Ideas for new chair of Membership Committee?** None at this time.

8. **Tech Task Force Initial Report:** For review by the board via email.

Action Item >>> David will email the board to request their review of the TTF initial report by Fri Nov 12.

It was noted that Dec 24th is Scarlett's last tech day.

Board conversation: What can we do to re-engage our members? Tabled for next time.

Adjournment

Meeting was adjourned at 9:07pm by Debi Cooper.

The next meeting will be 7-9pm Dec 14th.

Minutes submitted by: Sandy Lynn