

# UUCLV Ministerial Search Committee

## Meeting minutes

Meeting date: Friday, November 15, 2019

Meeting Time: 4:45pm

Location: Zoom Online Meeting

Attendees: Rick Bleyle, Jim Brustman, Charlie Mara, Karin Metcalf, Larry McAllister

### **Key Discussion Points & Decisions**

The meeting opened on time at 4:45, with the decision launching into the topic of compensation. Rick provided a summary of his discussion with Deborah Bieber from UUA: The word Furlough should be avoided, as it connotes financial instability; job description should be clear and specific; work schedule should be specified clearly. Deborah referred us to the UUA guidelines on part time definition.

Karin pointed out that we've added a contingency for a furlough in UUCLV's current contract as a result of our budget shortfall from a few years ago. Charlie stated that a furlough would also place a stress on the worship committee.

The committee then approved the minutes from the Nov. 8 meeting.

Jim provided a summary of the cottage surveys. Jim had circulated a written summary of the 22 responses received so far. Charlie stated that she had reviewed his summary and agreed with it. Karen discussed her plan to whittle the summary down to 5 or 10 key points to present on her Powerpoint presentation at the Town Hall.

Charlie provided an update on the neutral pulpit search, stating that she had emailed the three UCC churches in the Las Vegas valley a week earlier and is still awaiting a response from all. Larry recommended that she reach out again.

Discussion turned to the congregational record document. The committee discussed and agreed to meet after the town hall meeting on Nov. 17 to review the draft.

We discussed an email from Rev. Rachel during the week regarding use of Erma for website work and requesting that the MSC request board approval for two additional hours per week for Erma to provide support tasks to the MSC. Rick agreed to discuss with Bruce Turner. Karin pointed out that website work is actually in Erma's job description. The committee further discussed future tasks that might need Erma's help and felt that this should be minimal and that it may be premature to request an increase in expenditure to expand Erma's hours at this time.

Karen agreed to set up a Zoom conference account using her UUCLV credit card as suggested by Keith and Bruce earlier. This account may be used by the MSC and other UUCLV teams as required and will remove the 40 minute time limit on groups of three or more people that is imposed on the free account.

Larry reported that he was unable to do additional research on the Beyond Categorical Thinking workshop this week due to his busy schedule. The group discussed and reported that one prominent church member expressed that she had taken an earlier version of this workshop at another congregation and didn't believe it was beneficial or influential to their search. The committee decided that this is a low priority at this time but should remain on the agenda. Larry agreed to find out how much lead time is required to schedule a workshop in February or March, prior to any ministerial visit.

Rick provided an update on the website. The team agreed that we should include some photos of the food pantry on the website. Karin emphasized the importance of obtaining written releases from all parties in the photographs prior to posting. Jim agreed to take some photos on the upcoming food pantry. Rick agreed to obtain releases. Karin circulated a release form to the team via email.

Rick reported that he will be meeting with the negotiating team (Rick Bleyle, Bruce Turner and Mark Bergtholdt) on Saturday following the food pantry.

Rick shared his screen and showed good progress on the unpublished UUCLV website. Karin offered to meet with Rick on Sunday and share some of the history of the website.

Rick reminded the group that he is still waiting for MSC biographies for the website from Charlie, Larry and himself.

Rick mentioned that he is trying to get clarity from Bruce on how much money the board allocated to the MSC project.

## **Summary**

Decisions made:

- Avoid reference to "furloughs" in the ministerial contract.
- MSC will hold off before requesting more hours for Erma until we see a greater need.

## **Action Items**

All –Continue to support Karin on the Congregational Record.

Karin – Condense Jim's survey summary down to something suitable for a Power Point for the Town Hall. Continue work on the Congregational Record. Create new Zoom account. Review website history and tips with Rick.

Charlie – Reach out to the three UCC churches to seek neutral pulpits. Provide short biography to Rick for MSC web page.

Larry – Seek a timescale from UUA for reserving a Beyond Categorical Thinking workshop for the spring. Provide short biography to Rick for MSC web page.

Jim – Take photos of the food pantry for the website.

Rick – Obtain release forms from participants of the food pantry who appear in photos. Obtain MSC budget from Bruce or Keith. Continue work with Negotiating Committee.

**Important Dates**

Neutral pulpits selected	Nov. 24 (internal target)
Draft of minister contract and compensation to BoT and Transitions Office	Nov. 30 (UUA deadline)
Congregational Record published	Nov. 30 (UUA deadline)
Documents Packet	Mid-December (UUA)