

February 19, 2024 BOARD MEETING MINUTES

In attendance

Board – Louise Slater, Sharon Cramer, Beth Pape, Diane DeWitt, Michele Bernhardt, Maureen Linneman, Chas Jansen, Jeff Peisner, Beth Juliar

Absent – Sage Seeley

Staff – Laura Collins

Action Items to be completed by March meeting

- Laura Collins to get gift to privately present to John and Kathy Busse, possibly B.B. Barnes gift card if she determines they like gardening
- Susie Davis to contact Susie F regarding how we might participate in Rainbow's Spring Fling
- Michele to develop a strategic PR plan to roll out after Stephanie is affirmed and signs contract

Meditation

Laura led attendees through short meditative sharing

Action Items from February

Louise reviewed action items that were left from last month. They are included as first two bullets in "action items to be completed by March meeting" section of these minutes

MSTF Recommendation for Hiring New Minister

Maureen shared MSTF's unanimous recommendation that the Jubilee! board offer the minister job to Stephanie Escher. She, Michele, Diane and Laura talked briefly about why MSTF selected Stephanie and all Board members went around room to say how they felt about the recommendation. **The Board unanimously approved hiring Stephanie.**

Next Steps in Minister Hiring Process

Louise reviewed the next steps in the process, which were printed out and shared with Board:

- Stephanie signs the offer letter and criminal check is completed
- A date is confirmed for her to speak at Jubilee! and be affirmed
- After she is affirmed, the contract is signed and her start date is confirmed

There was a discussion about the flow of the affirmation process and the possibility of a few community members having negative reactions. Michele noted that an eblast will be sent to the community as soon as possible after Stephanie signs the offer letter and the next Sunday after that Louise will announce the Board's unanimous approval of MSFT's recommendation. Public announcements will not be made until after the contract is signed. Michele is working on a detailed PR roll-out plan to share with the Board at the March meeting.

Minister Salary & Compensation

Sharon shared a document that detailed recommended salary and benefits, as well as the draft of the offer letter. Following discussion about how we will evaluate her work and how raises will be made, **the Board unanimously approved a starting offer of \$84,000 with all the benefits described in the shared documents, allowing additional amounts for negotiation within the parameters previously approved**

by the board, including a top salary of \$88,000. Salary and benefits would be prorated for the portion of the year we employ her. Sharon and Louise will handle all negotiations.

Finance

Referring to all the financial documents that had already been shared in the Board packet, Sharon noted that we had a great January with expenses coming in within \$500 of budgeted amount. As of Monday there was \$44K left in our BoA account, far more than the anticipated \$20K, so we will not have to draw money out of our investment account until April.

Earth Team

Chas reported that in an effort to develop a more collaborative way of working, the Earth Team's leadership had been transferred to him lasting through April of this year, when another member will take the helm. He said that Rainbow teacher Noah had written a grant application to the West Asheville Garden Stroll, with plans underway to have different garden beds for various ages of kids. He feels that Noah will be a lever that opens up us working with Rainbow campus on Earth-related projects.

HR

Beth reported that she and Diane met with Yona and held his review. This completes all staff reviews for the year.

Minister report

Laura noted that she had provided a Minister's Report in the board packet, and that since we were out of time at this month's meeting, she would like some time at the March meeting to close things out.

Community Life

Although Susie Davis did not attend the meeting, she provided a written report on the Community Life Team's activities. There was discussion that Jubilee!'s participation in the Mardi Gras parade was a success and that the team who worked on the floats did a great job.

Other business

- A party is being planned for Laura before her last day on March 31. Date of party TBD.
- Maureen said she looked into co-working spaces, and gave a description of what she had found. The board expressed no initial interest in pursuing this.

Closing

Louise led closing circle

Parking lot

No additional items were added to the parking lot, which currently includes:

- Guidelines for managing 10% of outreach funds allotted for discretionary Board spending
- Bigger sign for Rainbow parking lot indicating Jubilee! parking only
- Review and decide if/how to change membership section in bylaws
- Dashboard