

**First Unitarian Universalist Church
Board of Trustees
Meeting Minutes
August 26, 2020**

The vision of First Unitarian Universalist Church of Columbus is to transform and heal ourselves and our world through reason and love.

The mission of this church is to fulfill its vision by...
 Creating community through caring, nurturing, and celebrating
 Working for justice through learning, reflecting, and doing
 Engaging diversity through welcoming, listening, and empowering

Meeting practices

- Come prepared, having read reports and the agenda
- Submit questions in advance for inclusion on the agenda
- Items not addressed in the meeting will be handled in email (if time-sensitive) or appear at the top of next month's agenda
- If this process isn't working for you, speak up so we can make adjustments

Present: Board Members: Lisa Brandt (Chair), Heidi Ballard, Allie Bonsteel, Greg Denby, Don Jones, & Jan Phillips; Youth Representatives: Caroline Mocharski & Teddy Davidson. Treasurer: Laura Hartman; Staff: Rev. Marian Stewart & Brian Hagemann.

Time	Topic	Responsible
	Opening and Welcome <ul style="list-style-type: none"> ● Chalice lighting and Opening words (Serving with Grace, p. 5) ● Check-in: What are you leaving outside "the room?" What are you bringing in? 	Lisa
	Centering question: What's a gift you bring to our congregation?	All
	Consent agenda: Please see documents in Board of Trustees Shared Drive <ul style="list-style-type: none"> ● Approve June Minutes ● Approve staff bonuses as recommended by Personnel (see August report) ● Approve July business <ul style="list-style-type: none"> ○ Kelli McNeal CPE placement, Email vote 7-29-2020, approved unanimously ○ Debra Gray Boyd as finance chair for 2020-21, Email vote 7-29-2020, approved unanimously ○ Hiring of Isabell Call, assistant minister, Email vote 7-29-2020, approved unanimously 	Greg

	<ul style="list-style-type: none"> ○ Jan Phillips as board secretary for 2020-21, Approved unanimously 	
	<p>Ministry goals What support might we provide as staff makes these actionable?</p> <ul style="list-style-type: none"> ● Increase visibility and engagement with the greater Columbus community (and beyond) ● Maintain and increase engagement with our existing and potential members by broadening touchpoints through virtual engagement and diverse programming <ul style="list-style-type: none"> ○ Enhance programming for high school age youth with a focus on increasing participation and providing opportunities for mentorship ● Nurture a culture of welcoming through a broad examination of our welcoming practices and how our spaces (virtual/physical) are configured <p>The Coordinating Team is working on the ministry goals and developed a list of action items this week; CT is not ready to give this list to the Board, as input is needed from our new Assistant Minister for Pastoral Care, Isabel Call. Isabel’s first day will be September 1st. CT will have the list ready for the September Board Meeting. CT membership has changed—David Carr, who has completed his 2-year term, will be replaced by Tony Skrabak. Holly Adams is the other lay representative on CT. Both David and Tony attended the CT meeting this week, as a transition.</p>	All
	<p>Governance goals What are our next steps for each goal?</p> <ul style="list-style-type: none"> ● Continue to monitor the financial situation of the church and make adjustments as needed/explore ways to increase revenue (pledges, other fundraising?) Allie suggested that Jan and she attend Finance Committee Meetings—Jan and Allie will touch base this month. They will set goals and look at trends. ● Board to deeply engage on reopening and continuing to engage congregation during these times. Lisa and Heidi met—They are planning to delve more deeply into this topic in September & October. Things to keep in mind: How has Covid-19 changed things? What virtual opportunities should continue? Look at the DNC—the kinds of things they did, for ideas. Will reopening be incremental, or all at once? When does church open back up? Town Halls...when and how to do them. Need to coordinate with CT when planning them, as there will be plans for Middle Hour. ● Develop a three-year strategic plan through a new task force. Some of the prep work for developing a strategic plan was done in 	<p>Allie, Jan</p> <p>Lisa, Heidi</p> <p>Don, Greg</p>

	<p>previous years, including congregational surveys. Allie will put together and share what she has in this regard. The Vision and Mission Statements are in place. Don and Greg will meet—suggested to include Lisa, Rev. Marian, and youth reps when they meet. SP should focus on how we live out the mission. Recognize the difficulty of doing long-range planning given the current short-term uncertainties.</p>	
	<p>Stretch break! Type one of your favorite things about our congregation in the chat.</p>	
	<p>Follow-up on last month’s action items (if not completed by email)</p> <ul style="list-style-type: none"> <input type="checkbox"/> 501(c)3 status—Brian is working on this with Chas Williams. Were able to get the confirmation letter needed to get the PPP loan through Huntington. Will be accomplished this year—cost will be less than \$1,000. <input type="checkbox"/> Youth representative—Will have two youth reps, Caroline Mocharski and Teddy Davidson. 	<p>Laura Lisa</p>
	<ul style="list-style-type: none"> ● <i>Finance Committee</i> <ul style="list-style-type: none"> ○ <i>What clarification/information do we need each month? The format Debra provided is good, provided that Brian continues to report the data he typically included in his reports last year.</i> ● <i>Personnel Committee</i> <ul style="list-style-type: none"> ○ <i>Are we prepared to accept the draft of the Personnel Handbook? Approved subject to two changes...1. add additional contact under Whistleblower Policy, Section I. H., adding Board Counsel; and 2. Replace old Appendix A with a new Appendix A, which adds a column for Part-Time Employees.</i> ● <i>Nominating Committee</i> <ul style="list-style-type: none"> ○ <i>Who can take on the responsibility of attending these meetings and gathering information for the constitution update? Allie will do this.</i> 	<p>Laura Lisa Allie</p>
	<p>Staff reports</p> <ul style="list-style-type: none"> ● Does the hearing loop installation mentioned in Brian’s report align with our values and goals? Yes, long overdue. If so, what are the next steps? Brian is working with Judy Kleen to “package together” funding for this, including, donations and prior gifts for which this fits the intended use. ● What other clarification do we need from Marian and Brian? ● What do we want to ensure our staff are working on? The Board will be getting two staff reports, one from Rev. Marian addressing Ministry, and one from Brian. Brian’s will have two sections, a 	<p>Rev. Marian Brian</p>

	<p>section on Congregational Life (which will include data from both Kelli and Amber) and an Operating Report, which will report on the operating side, including key Operating Indicators.</p>	
	<p><i>Youth status reports--Thank you!</i></p>	<p>Caroline Teddy</p>
	<p><i>Thank yous - Who will take on this responsibility this year? Jan will do this.</i> This month's TYs: Search Team members—David Carr, Gretchen Faulstich, John McCrystal, and Bob Mills; and Barb Fisher. Also a Welcome Card for Isabel Call.</p>	<p>Lisa</p>
	<p>This month's action items</p> <ul style="list-style-type: none"> <input type="checkbox"/> Finalize Personnel Handbook <input type="checkbox"/> Set next steps for meeting Governance Goals <p>Financial Reopening/Engagement Strategic Plan</p>	<p>Lisa</p> <p>Allie, Jan Lisa, Heidi Don, Greg</p>
	<p>Wrap up and Closing:</p> <ul style="list-style-type: none"> ● How do you feel the meeting went? Did we “reflect our theology?” ● Extinguish the Chalice <ul style="list-style-type: none"> ○ I put my hand in your hand so that we can do together what I cannot do alone. 	