

First Unitarian Universalist Church
Board of Trustees
Agenda
September 8, 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

Attending: Board Members: Don Jones (Chair), Lisa Brandt, Billy Davidson, Carolee Noonan, Julie Pinsonneault, Jan Phillips (Secretary). Also attending: Marian Stewart, Brian Hagemann, Kelli McNeal, Laura Hartman (Treasurer) and Gretchen Faulstich.

Time	Topic	Responsible
6:30	<p>Opening and Welcome</p> <ul style="list-style-type: none"> ● Chalice lighting and Opening words <p>We light this flame as a reminder of our mission of being a light of the world. In unity with those who came before us, with whom we are a spiritual family. We shall be able to commit to the building of a community of free faith beyond geographical limits and personal beliefs. May we be a shelter to all who need it the most. Amen.</p> <p>These words are offered by the Igreja Unitária do Rio de Janeiro (Unitarian community of Rio de Janeiro) as part of International Council of Unitarians and Universalists Global Chalice Reading, July 2021</p> <ul style="list-style-type: none"> ● Check-in: What is something funny or surprising that has happened to you since we last met Saturday? 	Don

	Centering question: What gifts do you bring to the Board's work? Where will you need us to support you along the way?	All
	<p>Organizing Session, Pt. 1, Roles</p> <p>Vice Chair-Lisa Secretary-Julie Personnel liaison-Billy & occasionally Jan Finance liaison - Jan Nominating liaison - Lisa</p> <p>Task forces: Reopening - Carolee Strategic Visioning - Don Compensation Task Force - Jan/Lisa/Don tag in/out as needed Any other task forces needed? Tech? Communications? Policy Review? Congregational Culture? Not now, revisit in the Winter</p> <p>Need for Assistant Treasurer Laura reminded us that her 3-year term as Treasurer is up at the end of the fiscal year, June 30, 2022. Marc Pinsonneault is interested in Finance Cte., but not Treasurer or Assistant Treasurer. Kelli will look at the membership database to see if anyone has skills in this area and will let Don know, if so.</p> <p>John Muir joining Personnel, any additional need? Any other committee vacancies to assist with? Need more folks for Visioning.</p> <p>Youth Board Members (question out to Amber)</p> <p>IACO - https://www.iaco.org Need to identify new member Note: 3 members of IACO for each faith tradition; 3-year terms; 2 from First UU; 1 from North UU Congregation. Just putting this out there--not necessarily up to the Board to identify the person.</p> <p>Review update to "Umbrella Chart" https://drive.google.com/drive/folders/1pZmLG9Umo2kOVzN8EoloFqBdXu8sQL62?usp=sharing</p>	Don
	<p>Consent agenda: Please see documents in Board of Trustees Shared Drive</p> <ul style="list-style-type: none"> ● Approve July and Retreat Minutes <ul style="list-style-type: none"> ● July Minutes: https://docs.google.com/document/d/1uOmctJt7Qr6AuCU9q7Jz7uF1-d8d0PQTc5SYta3fWj4/edit?usp=sharing ● Retreat Minutes: https://docs.google.com/document/d/1n2jCBEDTMC6j76Lzjy8n1FTU 	Don

	<p>pmkUnghcLEVy1f43bzA/edit?usp=sharing</p> <ul style="list-style-type: none"> • Appointment of Debra Boyd as Finance Committee Chair and Gretchen Faulstich as Personnel Committee Chair (Nominating and Youth Board members TBD, will accept via email) 	
	<p>Organizing Session, Pt 2, Goals and Questions</p> <p>Goals Spreadsheet here: https://docs.google.com/spreadsheets/d/1p6o76wcTcH9Chli2pPf-NIKph73TaYNCN_3sjeg_cU/edit?usp=sharing</p> <p>Board Goals:</p> <ol style="list-style-type: none"> 1. Actively engage in formalizing and scaling processes, structures, and resourcing around church finances to “right size” for our congregation and vision. 2. Board to deeply engage on reopening and continue to engage with the congregation during these times. 3. Actively model positive communications by providing the congregation with opportunities to learn skills and engage in supportive dialogue around complex questions. <p>Open Questions:</p> <ol style="list-style-type: none"> 1. How will we, as a congregation, recognize, welcome, and support diversity within and into our First UU community? 2. How shall we improve the financial stability and sustainability of First UU? <p><i>Refer to minutes above to see additional questions we reviewed</i></p>	
	<p>Committees and Task Forces Updates</p> <ul style="list-style-type: none"> • Finance <ul style="list-style-type: none"> ○ Shkolnik funds - need to designate use? BS end of July...Joan Skolnik passed away...First UU named in the will. Don't know how much received \$48M thus far...don't know how much more will be coming. Board aware--FC make some recommendations. Special programming fund, wish list, celebrate. ACORN society, make all of the connections. ○ PPP2 status--\$148M, including SYC. Window for applying for forgiveness has opened. The purpose of the PPP loan is to keep people on staff. Judy and Laura are also exploring the employee retention tax credit which would reimburse us for the employer portion of SSI. It is complicated. Year-end 2021 financials will be reviewed at next week's Finance Committee meeting. 	

	<ul style="list-style-type: none"> ○ ● Personnel--No updates ● Nominating--No updates ● Reopening--Here's the plan. Each Wednesday, the Coordinating Team (CT) will make the call on where we are, based on the Learning to Surf document. The task force is trying to decide which set of Covid data to use, Columbus Metro or Franklin County. They are figuring things out with implementation, such as: groups already booked--are they paying attention to updates? The best way to stay up-to-date is to check the church website. Rev. Marian--excited about livestreaming. Question: can we pipe people in, like we were able to do with zoom? ● Compensation Have had 2 sessions thus far; 2 were canceled due to low signups, the people who had signed up for the canceled sessions have been linked into sessions. We've had a request for an addition Sunday session. Will be held on Sunday, September 26th. Don will facilitate it and Susan Williams has agreed to serve as scribe. Lisa offered to be the back-up for a scribe, if needed. ● Strategic Visioning (need more hands) A group needs to be revived around visioning. The original timeline is laid out below. The ingathering portion has been completed. Planning to begin again in the Fall. The next steps will be easier and better to do in person. Please send Don names of anyone who is thought might be interested in being a part of this. Any newer members? Anyone with a background or interest in strategic planning? 	
	<p>Staff Reports</p> <ul style="list-style-type: none"> ● Ministerial <p>Kelli--There is a lot going on. The report will be in the Board folder.</p> <p>Brian--Brian's report focuses on repairs and improvements taking place. The worship center painters are working; a new front door with keypad access has been installed. ROCS is now in full session; SYC will start next week.</p> <p>Marian--2 things--They are trying to figure out how to do zoom coffee hour for folks who are streaming the service; JAM is taking one Sunday/month; can the Board take one Sunday/month--3rd Sunday. A Board member isn't needed right now for the in-person service.</p> <p>Sabbatical--Marian is in years 4-5 of her time with us as Senior Minister. A sabbatical during this service time is recommended by UUA and is in accordance with Personnel Guidelines and her personal agreement with the congregation. Idea: a couple of months one year and a couple of months the next year. Suggested hiring a sabbatical minister to cover, recognizing that this will take funding. We need to begin planning now knowing staffing levels and needs.</p>	
	<p>Thank you cards</p>	

	<ul style="list-style-type: none"> • Holly Adams--serving on CT • Billy Davidson, Christine Davidson, Andi Mocharski, Brian Hagemann (all worked on tech over and beyond) • Jenifer Bojanowski and Amber Scott for awesome Peace Camp • Greg Denby & Seth Kraut--Serving on Board • 	
	<p>Action Items:</p> <ul style="list-style-type: none"> • Photo for website and bulletin board (put here: https://drive.google.com/drive/folders/13cLwx3DLb0Eey7crBpMV0GKhRgFk46OQ?usp=sharing)--by end of September • Short bio for website (what has been provided in the past?)--Adds color, personality, and humanness to the website. • Board covering virtual coffee hour one Sunday a month (1st, 3rd, or 4th). Also ideas for other individuals or groups to host a Sunday. • Build out yearly calendar (see below) Use the 3rd Sunday coffee hours to engage on the Open Questions...figure out what that means and could--Jan ...look at calendar...anything else that needs to go on it? 	
	Executive Session (2 items)	
	<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. 	Don

Respectfully submitted,
Jan Phillips
September 15, 2021

Strategic Process/Open Question Work/Annual Agenda

Original Timeline/Format (Subject to Change)

	In Gathering	Visioning	Discernment	Direction Setting	Fulfilling the Vision
Cycle 1					
Cycle 2					
Activities	<ul style="list-style-type: none"> - Congregational Survey - Focus Groups 	<ul style="list-style-type: none"> - Visioning Session - Establish Strategic Planning Team 	<ul style="list-style-type: none"> - SWOT (Strengths, Weaknesses, Opportunities, Threats) and 	<ul style="list-style-type: none"> - Plan Development and Review 	<ul style="list-style-type: none"> - Approval of Plan by Congregation - Implementation

		-Prioritization	Gap Analysis Workshop		
Outcomes	Research Findings	Mission, Vision, Values Statements and Prioritized Activities	SWOT/Gap Analysis Findings to Inform Plan	Strategic Plan (Goals, Objectives, Tactics, Measurement)	Ongoing Evaluation & Feedback

July	Welcome New Board Members
August	Planning Retreat
September	Board Meeting
October	Board Meeting; Town Hall/Listening Sessions?
November	Board Meeting
December	Board Meeting
January	Board Meeting; Mid-Year Meeting
February	Board Meeting; Board Retreat for 22-23
March	Board Meeting; Town Hall/Listening Sessions?
April	Board Meeting
May	Board Meeting
June	Annual Meeting

Board Covenant

We, the members of the Board of Trustees at First Unitarian Universalist Church of Columbus OH, enter into this covenant and pledge to keep it central to the work of the Board. It will ensure that we remind ourselves of our commitment when it is most easily forgotten because things are going so well or so poorly that we overlook this central tenet of our faith.

Be Prepared

- Respect our time together by being prepared by reading all materials, prompt, present, attentive and appreciative – notifying the Chair or another Officer when attendance is not possible;
- Fulfill our commitments to the Board in a thorough and timely way - seeking assistance before any deadline has passed;
- Communicate with each other directly, accepting responsibility for clarity by producing it and seeking it;

Be Present

- Attend services, major activities, and information gathering opportunities to remain informed about our congregation & its growing needs and aspirations;
- Model the welcome and commitment that we seek for members to demonstrate by engaging congregants and visitors, as well as making a meaningful financial contribution to the congregation;
- Abide by and be knowledgeable about our congregation's Covenant of Respectful Relations and all other policies of the Board;

Be Thoughtful

- Both speak our mind & ensure space for everyone to express their opinion. Ask strategic questions and create meaningful dialogue with the goal of seeking consensus when possible;
- Be mindful of those “not at the table.” We engage our work through an anti-racist, anti-oppression, multicultural lens to truly claim “diversity as a source of our strength.” Working to expand the welcome of this congregation and congregational leadership to all;
- Further our individual and collective knowledge about ourselves, governance, and our common faith tradition to better serve the congregation;

Be One Voice

- Remember that we are members of the Board, not the Board itself, when we engage with the congregation and staff. The Board & its members must speak with a single voice once decisions are made;

Be Joyful

- Remember that we are a community of faith engaging in this work together, and that we are honored to be called to joyfully do this work in the service of others;

Be Forgiving

- Invite one another back into Covenant when we fall short resting in the knowledge that we are all perfectly imperfect humans seeking what we hope is best for this congregation. Forgive ourselves and each other when the covenant is broken.

Together – we seek to create a community worthy of the name Unitarian Universalist.