

FIRST UNITARIAN UNIVERSALIST CHURCH**Board of Trustees****February 24, 2016 Minutes**

Board		Present	Absent
Chair	Carlos Hoyt	X	
Past Chair	John McCrystal	X	
Vice-Chair	Ginnie Vogts	X	
Treasurer	Debra Boyd	X	
Secretary	Kitty Durham Jones	X	
	James Brown		X
	Karen Dawson		X
	Fujio Hayashi	X	
	Marge Lynd	X	
	Nancy Nehring	X	
	Joe Pierce	X	
Youth Rep	Emma Merchant	X	
Youth Rep	Willow Otten	X	
Staff			
Sr Interim Minister	Rev. Jennifer Brooks		X
Assoc. Minister	Rev. Eric Meter		X
Minister of Religious Education	Lane Campbell	X	
Administrator	Brian Hagemann	X	
Guests			

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1	<p>Opening and Welcome</p> <ul style="list-style-type: none"> • Chalice Lighting • Centering (Opening Words –Willow) • Check-in with Staff and Board members 	<i>7:00 (14)</i>
2	<p>Consent Agenda:</p> <ol style="list-style-type: none"> 1. Approval of Jan. 27 Board Meeting Minutes 2. Approval of Congregational Sponsorship for Faith Van Horne 3. Approval of Congregational Sponsorship for Wesley Thompson <p>Consent agenda passed without comments</p>	<i>7:14 (1)</i>
3	<p>What Financial Updates does the Board & Staff need to know? (Debra)</p> <p>Purpose: Update</p> <p>Great news! – Auction was very successful (over budgeted expectations). Some new members (6 families) have not pledged. Rev. Eric was going to address this. We are doing fairly well for a transition/interim year. Question about Fair Share. We decreased our budget amount for Fair Share this year. We can't add at this point due to the fact that there is a difference (negative) between the expected pledges and the actual amount coming in at this time. Capital campaign finances going well.</p>	<i>7:15 (15)</i>
4	<p>Stewardship</p> <p>Purpose: Discussion</p> <ul style="list-style-type: none"> • Strongly encourage Board members to serve as stewards for this year (and every year's campaign). Discussion on whether this is a reasonable expectation for Board member and should be part of our normal responsibilities? If so, add to Board Policy? • Stewardship training scheduled for • Sat. 2/27 breakfast 8:30 a.m., workshop 9:00-10:30 a.m. (room 9) • Wed. 3/2 workshop 7:00 p.m. - 8:30 p.m. (room 7) <p>Carlos addressed the unspoken expectation of Board members to serve as stewards. Is not officially in the policy, but should be put in there (by group consensus). Stewardship leader is willing to work with the Board to expedite the calling process and appreciates any effort on the part of the Board. Looking at asking members to do about 4 calls. Expressed importance of follow-through if taking on the task of calling.</p>	<i>7:30 (10)</i>
5	<p>Rummage Sale:</p> <p>Purpose: Taskforce appointment</p> <ul style="list-style-type: none"> • Need task force of 2 additional board members to plan rummage 	<i>7:40 (5)</i>

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	<p>sale, scheduled for April 30.</p> <p>Carlos talked with Phyllis Byard, who had headed up the rummage sale the last time.</p> <p>Ginnie Vogts and John McCrystal offered to help with planning. Brian Hagemann also will assist. Youth members offered to help recruit volunteers, as did Phyllis. Debra Boyd offered assistance, especially as church treasurer. Discussion about whether to offer pick-up of larger items – cost/benefit analysis of that?</p>	
6	<p>JAM Update (Ginnie)</p> <p>Purpose: Update</p> <p>Embarking on leadership around the issue of racial justice. Reading book by Chris Crass – “Towards the ‘Other America’: Anti-racist Resources for White People Taking Action for Black Lives Matter”. Information on this in the Discoverer and in the order of service. Would like to see Board involvement. April 23rd meeting called “Stand-up for Racial Justice” with UUJO. Also listening session on March 31st. BREAD meeting here Sunday the 28th. Jobs and Economic opportunity is the focus. Asking for stories from members. RESUULTS had successful fundraiser. SPAN and rummage sale conflict. 2 direct service projects short (YWCA and Faith Mission) due to the present level of funding. JAM is talking to Rev. Jennifer about this. Questions about why JAM could not work within the monies allocated to them (\$12,000) this year. (Complete JAM report attached to these minutes).</p>	7:45 (5)
7	<p>Settled Minister Search Team Selection Calls– (Carlos)</p> <p>Purpose: Update</p> <p>Most people have completed or are well into the lists of calls to make. Looking for completion by the end of the month.</p> <p>Discussed giving a number out for people to contact if they have not been called and want to give input. Clarified the process after we complete the calls. Nominating will be doing the interviewing and Board will step back until the voting is complete and the Board makes the 2 appointments that they are tasked to do by the constitution. Youth already has 2 candidates (our youth reps) who can serve as youth reps on the selection committee. Questions about how to give the youth a voice – use the Board appointment or serve as advisors? Will let the nominating committee know that the Board definitely supports youth involvement.</p>	7:50 (5)
8	<p>Settled Ministers Search - Board Responsibilities</p> <p>Purpose: Discussion</p> <p><u>Rev. Kerr’s handouts from the 1/31/16 meeting</u></p>	7:55 (10)

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	<ul style="list-style-type: none"> • Schedule “Beyond Categorical Thinking” Workshop • Search Team would propose the contract for the Senior Minister for Board Review at the Sept. 2016 Board Meeting. • Board Vote on proposed Senior Minister contract at Oct. 2016 Board Meeting. <p>Carlos will schedule the “Beyond Categorical Thinking” workshop. This Board will approve the budget for the search team this spring. Treasurer was going to contact UUA about fair compensation but there is no contact available at the moment.</p>	
9	<p>Governance Documents – Board Policy, Standing Rules and Constitution (Carlos)</p> <p>Purpose: Discussion</p> <ul style="list-style-type: none"> • <u>Constitution updated per mid-year meeting vote</u> . Board to review and provide comments. Plan to post updated constitution March 1st. • <u>Board Policy Book updated (version 2.1)</u>: <ul style="list-style-type: none"> ○ Added name “Standing Rules” to Board Policy title since the standing rules are referenced several times in the Constitution. ○ Updated LDC Name to Nominating Committee. <p>Carlos will update the role of Board on Stewardship.</p> • Consent Agenda vote in March to rescind <u>former Standing Rules</u>, replacing with Board Policy Book. 	8:05 (10)
10	<p>Safety Plan Task Force (Debra)</p> <p>Purpose: Update</p> <p>11 people asked so far. 4 have followed-up and agreed to serve. Hoping to have more than 4, but not expecting all 11 to agree to service.</p>	8:15 (5)
11	<p>Open Question:</p> <p>Purpose: Discussion</p> <ul style="list-style-type: none"> • What does the Board need to communicate to the congregation and how? <p>Important to communicate selection process for settled minister. Added the “transition minute” during services to help with this. Question of what do people pay attention to – Discoverer? email? order of service?</p> <p>Who coordinates communication? Brian talked about putting things on the website that would be somewhere people could be referred to if they miss all the other modes of communication. What kind of charges is the Board giving to other groups? How do</p>	8:20 (20)

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	<p>we communicate to youth when they aren't able to attend services? What does the youth want to know? Comments on announcements done during worship and in the order of service – overwhelming? Suggestion that we have a discussion question at the coffee hour.</p> <p>We need to:</p> <ol style="list-style-type: none"> 1) Communicate well regarding the search process 2) Have an ongoing monthly agenda item addressing things that the Board wants to communicate each month and how that will be done 3) Be intentional in our communication with the congregation 	
11	<p>Senior Staff Report Highlights:</p> <p>Purpose: Update</p> <p>Preparation: Review staff reports (attached)</p> <p>Process: Highlights from Rev. Jennifer, Rev. Eric, Rev. Lane, Brian</p> <p>Brian highlighted the fact that we continue to have leaks in the roof. We have changed roofers due to dissatisfaction and the new roofers will address problems with Lincoln Construction to finish up work started by previous roofing company. Website has a GA section now.</p>	8:40 (5)
12	<p>Youth Update (Willow or Emma)</p> <p>Youth went to CER and formed a committee called Regional Youth Steering Committee (RYSC). Youth are supportive of regional changes. Applying for scholarships to GA from UUA. Have raised over \$1000 with various activities this church year. Looking for sponsors during GA (to serve as an “adult-on-duty”). Recommending Rowen Henderson-Bernard for GA delegate.</p>	8:45 (5)
13	<p>Wrap-up</p> <ul style="list-style-type: none"> • Thank you cards • Auction committee members; Jennifer Hefner for taking over breakfast. • Upcoming events: <ul style="list-style-type: none"> ○ 3/1 – GA Registration opens. Discussed what are the duties and obligations of delegates and how to communicate with the congregation. Will go on March agenda. ○ 3/09 (7:00) Executive Committee Meeting ○ 3/23 (7:00) Board Meeting ○ 4/2 OMD District Assembly - Akron ○ 5/22 Congregational Year End Meeting 	8:50 (5)
14	<p>Meeting Process Observation (Willow)</p> <ul style="list-style-type: none"> • What did we do well at this meeting? 	8:55 (5)

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	<p>Are slightly ahead of time.</p> <ul style="list-style-type: none">• Anything we should do differently for the next meeting? <p>Some miscommunications – need to use clear and concise communication. More opportunities for all to speak. Recommended a method to organize talkers.</p>	
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Open Action Items and Potential Future Agenda Topics

1. Rescind Standing Rules, replacing with Board Policy Book – Status: Add to March Board agenda.
2. Staff to recommend program area to be evaluated and taskforce members for next church year's evaluation per Board Policy Book section 11.2.1. Status: Hold until April or May meeting.
3. Update Constitution with LDC/Nominating Changes and post on church website. Status: Carlos to update and send to Board for review.

Completed items

1. Establish a Safety Plan Task Force, appointed by the Board, to review all areas of congregational life and facilities in light of safety issues that may arise.