

# Unitarian Universalist Congregation of Atlanta Board of Trustees

## December 04, 2008 Minutes

**UUCA is a community of faith that encourages and supports our individual spiritual quests out of which we act together for social justice.**

The Board governs through set policies and will act on behalf of the congregation to further the congregation's mission and chosen Ends. Accordingly,

1. The Board is the link between the Executive and the congregation.
2. The Board produces written governing policies that, at the broadest levels, address each category of organizational decision: Ends, Executive Limitations, Board Governance, and Board-Executive Linkage
3. The Board will assure Executive performance in compliance with the Ends and Executive Limitations policies.

**Attendance** *Meetings are open and held at UUCA in room 209/210 at 7:00 pm on 1st Thursdays each month*

Board Members Present:	Doug Abell; Shirley Adams; Michael Dangerfield, Secretary; Laura de Castro, Pres. Elect; John Guyton, CFO; Gordon Love; DeAnn Peterson, President; Dave Smith; Laura Yamashita, Finance Trustee;
Board Members Absent:	Marshall Orson; Mary Sherman;
Staff Present:	Rev. Anthony David
Guests or other congregants present:	Renee Vorbach, Sven Lovegren, Susan McWethy
Chalice:	Shirley Adams
Minutes:	Michael Dangerfield
Process Observer:	Doug Abell

**Information** *Reports are emailed in advance and further discussed as needed at meeting.*

Minutes from prior meeting:	Approved via email and already posted to website.
NLDC Report:	Doug Abell reported that NLDC met on Monday, Dec. 1, and refined draft of procedure for recruiting leadership.
Bylaws Team Report:	Gordon Love reported that team will present info to Board in January.
Ends Team Report:	Ends Team charged with creative presentation at congregational meeting. Laura Yamashita wrote "Gifts to the World" skit. Doug Abell and Shirley Adams to perform with Laura.
Local Development Plans:	David Smith reported that N. Druid Hills carries 1/3 of traffic that I-85 does. No development news.
Audit Team Report:	None this month. On hold until January.
Finance Report :	October deficit remains, but has decreased \$3000 from September deficit. Plate/non-pledged income continues below goal. Finish The Job/Pay The Mortgage payments not on track this month, but did move closer to budget goal. Projected 2008 deficit is \$40,000 - \$60,000. Pastoral care letter will be sent to all members & friends.
Executive Report:	No questions on Anthony's emailed Executive Report. Anthony also read a draft of the pastoral care letter which will go out next week from Anthony and Marti Keller.
Monitoring:	Anthony requested that Board consider if Communications Policy is in compliance with Executive Limitations, in light of Peace Network concerns about newsletter and Cliffhanger submissions.
Congregational Meeting:	Discussed policy E.2. and use of restricted reserves. Need congregational approval to use up to \$25,000 to cover 2008 operating expenses.

**Decisions**

Policy Change:	Exec. Items A&B: Board voted to modify II.A. to read "With respect to interactions with congregants, the Executive shall not cause or allow conditions or practices that are unsafe or disrespectful." Also voted to modify II.B. to "With respect to the treatment of paid and volunteer staff, the Executive shall not cause or allow conditions or practices that are unsafe, unclear, disrespectful or unprofessional." (removed "Accordingly, the Executive shall not..." and the 3 points that followed)
Work Plan:	Verified attendance at Town Meetings on Dec. 7 (10:30a or 12:30p), or Dec. 10 at 7:30p. We will continue to monitor 2008 actuals and share Town Meeting feedback to strategize for Congregational Meeting.
Monitoring:	Board decided that Communications Policy is in violation of Executive Limitations II.A & II.B. and requested that Executive modify Communications Policy.

**Next Action Items in Work Plan**

- ALL - Review minutes, update calendar, review reports for November, serve as greeter.
- ALL - Mark calendar for next Board Meeting at 7pm on January 8, 2009.
- ALL - Choose Town Hall Meeting to attend (Dec. 7 @ 10:30am or 12:30pm, Dec. 10 @ 7:30pm) and notify DeeAnn.
- ALL - Attend Congregational Meeting on December 14.