

*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 of Trustees of the Unitarian Universalist Congregation of Atlanta will govern 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 will produce written governing policies that, at the broadest levels, address each category of organizational decision.**
  - a. **Ends: The difference we make in the world.**
  - b. **Executive Limitations: Constraints on executive authority that establish the prudence and ethics boundaries within which executive activity and decision must take place.**
  - c. **Board Governance: Specification of how the Board conceives, carries out, and monitors its own task.**
  - d. **Board-Executive Linkage: How authority is delegated and its proper use monitored.**
3. **The Board will assure Executive performance in compliance with the Ends and Executive Limitations policies.**

### Attendance

Attendance	Board Members: Nancy Bartlett, President; DeAnn Peterson, President-elect, Doug Abell, Shirley Adams, Michael Dangerfield, Laura de Castro, Dev Howerton, Denise Sheriff, Mary Sherman, Laura Yamashita Board Members Absent: Marcia Fishman, Ron Davis Staff Present: Rev. Anthony David Guests Present: None Other Congregants Present: Phil Nungesser III
Location	UUCA Rooms 209 and 210
Chalice	Laura de Castro
Minutes	Phil Nungesser III
Process Observer	Denise Sheriff

### Information

Item	Topic	Information
1.	Welcome/Chalice /Joys & Concerns	All those in attendance shared joys and concerns.
2.	Minutes	Minutes from Board of Trustee's January meeting were approved via email.
3.	Financial Report	2007 budget finished with \$4000 surplus. 2008 finances look good.
4.	Executive Report	Report was sent via e-mail to Board members by Anthony David.
5.	UUA Census	Board members discussed at length how best to support Interweaves concerns about the UUA Census that UUCA recently participated in. Board decided not to sign Interweave letter as 'Board of Trustees' pending further discussion, but trustees did sign as individual congregants.
6.	Personnel Policy	Doug reviewed final draft of Recommended Treatment of Staff Polices.
7.	NLDC	NLDC had requested that the Board create a Board member job description for them to use in their nominating process, a rough draft was discussed.
8.	Monitoring	The meaning of Ends statement on Vibrant Faith Community was discussed. Rev. David provided a detailed Executive Report for discussion and feedback from 6 x 6 conversations with congregants was also included in the discussion.

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9.	6X6 Monitoring	Laura de Castro discussed the future of the 6X6 monitoring report including preparations for the upcoming March report.
10.	Process Observation	Agenda had been revised at the last minute. Several items took longer than scheduled but the meeting did manage to end on time.
11.	Adjourn	<ul style="list-style-type: none"> <li>• 3-06-2008 Board meeting</li> <li>• 4-20-08 Rev. David's Installation</li> <li>• 5-03-08 Auction</li> <li>• 5-18-08 Congregational meeting</li> </ul>

### **Decisions**

<b>Topic</b>	<b>Decision</b>
Minutes	<ul style="list-style-type: none"> <li>• Approved via email</li> </ul>
Executive	<ul style="list-style-type: none"> <li>• Board moved and passed to increase Rev. Anthony's Installation Celebration expenses by \$600.</li> </ul>
Personnel Policies	<ul style="list-style-type: none"> <li>• Board moved and passed Recommended Treatment of Staff Polices.</li> </ul> <p>II. Executive Limitations</p> <p>B. Treatment of Staff</p> <p>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.</p> <p>Accordingly, the Executive shall not:</p> <ol style="list-style-type: none"> <li>1. Operate without written policies applicable to paid staff and volunteers that adhere to accepted employment or volunteer management practices. These policies shall provide, among other things, for the effective handling of grievances and protection from improper working conditions.</li> <li>2. Fail to make employment or other decisions based solely on qualifications and performance.</li> <li>3. Fail to abide by the congregation's mission, values, and ends when interacting with paid and volunteer staff.</li> </ol>

### **Action Items**

<b>Owner/Lead</b>	<b>Action Required</b>	<b>Due Date</b>
	See Board Work Plan	