

# Unitarian Universalist Congregation of Atlanta Board of Trustees

## August 07, 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 polices.

### **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; Marshall Orson; DeAnn Peterson, President; Dave Smith; Laura Yamashita, Finance Trustee;
Board Members Absent:	Denise Sheriff; Mary Sherman;
Staff Present:	Rev. Marti Keller
Guests or other congregants present:	None
Chalice:	Michael Dangerfield
Minutes:	Laura de Castro
Process Observer:	John Guyton

### **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:	Team is working on process manual. Next meeting August 19.
Bylaws Team Report:	No report this month.
Ends Team Report:	Team formed and met in July to brainstorm ideas. Two congregants added to team. Meeting Aug 13.
Local Development Plans:	No report this month.
Audit Team Report:	No report this month.
Finance Report :	John read through finance report. Next time, report will be sent in advance. Working to move funds into insured accounts in socially responsible community banks. Monitoring plate line item closely.
Executive Report:	Marti identified several highlights including Termidor (spray) treatment to be replaced with a bait system, new members joining is at a high rate compared to the number of visitors, summer record for keep plate, support role for RIF

### **Decisions**

Motion:	Approved motion to forward proposal to UUEF for ACS Technologies Software implementation.
Monitoring Report:	Concluded "Yes" (green) the board clearly articulated congregation's desire for creating a safe and welcoming community and "In Part" (yellow) we made adequate progress in achieving Ends. Use quote from Beth Stevenson in summary report. Ensure all responses included in posted report.
Monitoring Report:	Executive Report on "safe and welcoming" ends statement does not include definitions or Executive interpretation. Request report be clarified.
Monitoring Report:	Concluded Executive is staying within established limits of Executive Limits E and F with further clarification on child safety policy and risk assessment requested.
Monitoring Report:	For September meeting, request Executive Report to include Fair Comp analysis and information on budget process.
Work Plan:	Newsletter report on "Safe and Welcoming" due to Deann Friday August 15.

### **Next Action Items in Work Plan**

ALL - Review minutes, update calendar, review reports for September, serve as greeter, turn in names and have conversations on "people with a passion"

Laura d. - Deliver Julia's farewell card and welcome card for new head of preschool - In progress with update on 08/07

Michael D. - Post anonymous version of conversations to website - In progress with update on 08/08

Laura d. - Continue to update and post one page summary of monitoring reports - In progress with update on 08/08

Laura d. - Complete postmeeting checklist with prompt distribution of minutes, Work Plan updates, etc. - In progress with update on 08/08

Michael D. - Coordinate database of responses and names to contact according to monitoring report Calendar - In progress with update on 08/09

Laura d. - Establish task force to brainstorm ideas to promote Ends statements - In progress with update on 08/10

DeAnn P. - Develop a timeline for reviewing bylaws and recommending amendments - In progress with update on 08/10

DeAnn P. - Healthy Congregations - October (mark calendars) - In progress with update on 08/10

DeAnn P. - Attend John Carver training- provide UUCA documents to Ivan - On hold with update on 08/11

DeAnn P. - Plan board retreat for August 22 that includes Work Plan - In progress with update on 08/11