

Unitarian Universalist Congregation of Atlanta Board of Trustees

September 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 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; Mary Sherman; Dave Smith; Laura Yamashita, Finance Trustee;
Board Members Absent:	
Staff Present:	Rev. Anthony David
Guests or other congregants present:	None
Chalice:	John Guyton
Minutes:	Laura de Castro
Process Observer:	Michael Dangerfield

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:	Highlighted 90 minute leadership program on September 24, board encouraged to attend.
Bylaws Team Report:	No report this month.
Ends Team Report:	Team needs congregant. "got gifts" campaign planned for holiday/January. Plan to frame w/covenant.
Local Development Plans:	Dave volunteered to listen to "Stand-up Dekalb" and other updates on community development.
Audit Team Report:	No report this month.
Finance Report:	Reviewed narrative. Monitoring plate & income and developing contingency plans in case its needed. Exploring insured socially responsible investment options.
Executive Report:	Sent Annual Work Plan and monthly Executive Report via email. Clarified Exec Limits on risk assessment. Child safety policy to be reviewed in October. Highlighted budget plans for 2009 including building and fair comp. Proactively calling new members, commissioned picture of Rev Dr Frost and designed welcome ritual. May need to use reserve funds for work on leak and trees and will know more as work progresses.
Other:	Adjourned for executive session following business meeting

Decisions

Monitoring Report:	We are within Executive Limitations C and D
Policy Change:	Approved motion to modify IID1 to "Fails to include separation of capital and operational items, disclosure of planning assumptions, and credible projection of revenues, expenses, and cash flow."
Monitoring Report:	Submit names to interview for 12x3 conversations on "People with a Passion". Enter responses one week BEFORE board meeting. Also, reflect on first year's experience.
Motion:	Approved motion to accept Executive Work Plan for 2008-2009.
Work Plan:	October meeting at 6:00 catered dinner with Child Safety policy training and "What Would Success Look Like" for 2009 monitoring system.
Work Plan:	Newsletter report on "Safe and Welcoming" due to Deann around September 11.

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"
 ALL - Mark calendar for next meeting - October 2, 2008 at 6:00 PM. Please complete 12x3 and send reports by September 24, 2008.

DeAnn P. - Develop a timeline for reviewing bylaws and recommending ammendments - In progress with update on 09/03

Laura d. - Continue to update and post one page summary of monitoring reports - In progress with update on 09/04

DeAnn P. - Serve as active participants in stewardship drive - In progress with update on 09/04

Michael D. - Coordinate database of responses and names to contact according to monitoring report Calendar - In progress with update on 09/05

Laura d. - Complete postmeeting checklist with prompt distribution of minutes, Work Plan updates, etc. - In progress with update on 09/05

DeAnn P. - Attend John Carver training- provide UUCA documents to Ivan - In progress with update on 09/06

Laura d. - Create draft of Work Plan following board retreat - In progress with update on 09/06

DeAnn P. - Support NLDC in identifying and developing new leadership including attendance at 9/24 event - In progress with update on 09/06