

Unitarian Universalist Congregation of Atlanta Board of Trustees

October 02, 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*

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| Board Members Present: | Doug Abell; Shirley Adams; Michael Dangerfield, Secretary; Laura de Castro, Pres. Elect; John Guyton, CFO; Gordon Love; DeAnn Peterson, President; Mary Sherman; Dave Smith; Laura Yamashita, Finance Trustee; |
| Board Members Absent: | Marshall Orson; |
| Staff Present: | Rev. Anthony David |
| Guests or other congregants present: | None |
| Chalice: | Laura Yamashita |
| Minutes: | Michael Dangerfield |
| Process Observer: | Dave Smith |

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

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| Minutes from prior meeting: | Approved via email and already posted to website. |
| NLDC Report: | Held "Empowering Leadership" program on Sept. 24, where discussion included leadership role in casting vision, and finding the role of NLDC within Policy Governance model. New committee member is Rebecca Daugherty Kaye. |
| Bylaws Team Report: | Has not met. Following Miriam Carver seminar, the need to begin bylaws changes/updates is clear. By-laws to begin with are CFO and Secretary roles, language about councils, and Executive Committee. DeeAnn asked other team members to take lead and schedule a meeting. |
| Ends Team Report: | Met and discussed "Got Gifts" campaign, possible launch at holiday season, continuing into January. |
| Local Development Plans: | David Smith referred to state of N. Druid/Briarcliff development described in his email. Sembler company seems to have backed off since Dekalb School Board voted not to sell school properties. |
| Audit Team Report: | None this month. On hold til December. |
| Finance Report : | 2008 pledges nearly on track, but some income lower than expected. Plan of action discussed in Executive report. |
| Executive Report: | Anthony reviewed his Executive Report. Membership around 740. Phoenix Choir started at 33 members last month, now up to 43. Possible 2008 budget shortfall of \$37,000. Some difference to be made up by staff spending cuts through end of 2008. Congregation may be asked to approve remainder from reserves. |
| Other: | Anthony presented DVD on child sexual abuse issues in churches. Also reviewed UUCA response plan in case of child abuse and asked how current written policy interfaces with Board policy. Group discussed how Child Abuse Policy seems like more of an Executive policy than Board policy. |

Decisions

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| Monitoring Report: | GREEN light given to "People with a passion for justice" Ends Statement. |
| Work Plan: | Oct. 23 meeting time changed to 6:30pm start. Come with lists of ideas/action items from Miriam Carver workshop for brainstorm session in first 30 minutes. |
| Monitoring Report: | Next month's Exec. Report will remain in same format. Will discuss "Version 2" for new cycle to begin in December. |
| Work Plan: | Anthony will check UUCA insurance policy for Board liability in child abuses cases. |
| Monitoring Report: | Discussed 12x3 Monitoring "People with a Passion for Justice" ends statement. Need to point up a few of our main successes (rather than exhaustive list of activities) at congregational meetings and in communications. |
| Policy Change: | Executive should own the policies regarding steps to prevent and to respond to child abuse. Board needs to consider modifying policies to explicitly monitor this area. |

Next Action Items in Work Plan

ALL - Review minutes, update calendar, review reports for October, serve as greeter.

ALL - Mark calendar for special BUDGET meeting on October 23, 2008 at 6:30 PM. Please prepare list of ideas/action items inspired by Carver workshop.

ALL - Mark calendar for next regular Board meeting: November 6, 2008 at 7:00 PM.

Michael D. - Post anonymous version of conversations to website - In progress with update on 10/03
DeAnn P. - Serve as active participants in stewardship drive - In progress with update on 10/05
Laura d. - Make arrangement to meet with Stacy Kottman regarding long range plan - In progress with update on 10/07
Laura d. - Complete postmeeting checklist with prompt distribution of minutes, Work Plan updates, etc. - In progress with update on 10/07
DeAnn P. - Determine next steps with UUEF - On hold with update on 10/08
DeAnn P. - Healthy Congregations - October (mark calendars) - In progress with update on 10/11
Laura d. - Continue to update and post one page summary of monitoring reports - In progress with update on 10/13
DeAnn P. - Develop a timeline for reviewing bylaws and recommending amendments - In progress with update on 10/18
DeAnn P. - Complete premeeting checklist to ensure agenda, reports, speakers, etc. planned in advance - In progress with update on 10/19
DeAnn P. - Determine when and subject. - On hold with update on 10/21
DeAnn P. - Board members attend greeter training (9/20 session postponed) - In progress with update on 10/21
Laura d. - Define project for developing a long range plan. - On hold with update on 10/21
Laura d. - Consider bringing an Alban or similar consultant to UUCA - On hold with update on 10/21