

Minutes of the UUCA Board of Trustees December 15, 2015

Attending

Board Members: Amelia Shenstone (presiding), Melissa Marion-Landais, Karen Martin (recording), Marie Palena, Christian Harden, Erin Stanfill, Jon Johnson, Mike Kuhar, Jane Mengel, Grier Page, Cindy Hoffner

Staff: Senior Minister Rev. Anthony Makar, Director of Administration Karen Roy

Absent: Howard Lewis

Amelia called the meeting to order at 6:40 p.m.

Spirit & Community

Chalice lighting: Cindy lit the chalice with words from Tim Haley.

Introductions and Welcoming Guests: Sarah Patterson and Roger Easley were welcomed as guests and representatives of the Nominating Committee.

Announcements:

- We are still collecting items for the Mitten Tree.
- Christmas Eve services will be at 5:30 and 7:30.

Thank you messages: This month's *Thank You* cards were written to Terry Beale for her work on Fun for Funds and Kay Johnson for her work as music librarian.

Circle of connection: All members were asked to share a family holiday tradition.

Board Education/Discussion: AR/AO/MC Stand report by Joetta Prost via remote call-in

A team has been established to write draft language which could be used for to the Congregation to take a public stand promoting Anti-racism/Anti-oppression/Multi Cultural values. The team includes Joetta Prost, Rev. Jonathan Rogers and Tony Stringer. The Congregation has a policy for Taking a Public Stand. The team wants to go farther than just making a statement. They want us to commit to action(s) going forward. They are seeking input from the Congregation on the front end. Their plan is to draft a resolution on Jan. 6 and send it to Rev. Makar and Board leadership. They hope to share it with the Congregation on MLK weekend and have the process completed according to policy by May. They have put out three questions to the Congregation on The City.

1. How will UUCA be different if we truly were anti-racist, anti-oppressive and multi-cultural?
2. How can we become an ARAOMC congregation? What will it really take to get there?
3. Why should we even go there?

Comments from the Board included:

- We may need to rethink services. Our services are very Protestant Christian. We may need a different structure to the services. Some will find that good and some will not.
- We don't have a Black Lives Matter banner. We all have work to do internally. I know people who experience micro-aggressions. We all have white supremacy issues because it is built into our culture.
- I have experienced people commenting on my appearance. That is not what I want to be known for.

- People need to be comfortable enough to say something and people also need to be comfortable hearing and learning something.
- Liberal, progressive people tend to think that they don't have biases. The Congregation needs to work to understand and get in a better place. We need opportunities in a variety of different places to be more aware of issues like white privilege and being welcoming of all backgrounds.
- The wording will be important. I don't like the use of the word minority. If there is a minor, there must be a major. Are we going to set up quotas? Consider what other words we can use besides minority.
- We need to define what we think ARAOMC means to us. It has more to do with the behavior of individuals than what music we play. We can be ARAOMC and still be UU. We need to make ourselves more interesting and open to all people.
- Q: Does the process include these types of conversations? A: Yes, Beloved Conversations will be guided conversations on these topics. We want to map out our commitment to become educated, demonstrate commitment and take action. We need to encourage participation in Beloved Conversations.
- It only takes a commitment of 20% to effect change.
- Some people don't understand why we are doing this because they think we are already there. I hope this process adds excitement to what it means to be a member of UUCA... being deeper and more intentional about who we are.
- UUCA should be a safe place to explore the effect of white supremacy culture on whites and others.
- The emphasis should not be about how many people of color we have in the pews but a focus on dismantling white privilege.
- I appreciate the use of the term white supremacy.

Need to Know

Executive Report:

Update on Year 4 implementation plan: Rev. Makar reviewed the Executive Report sent to the Board via email. He highlighted the following:

- We are attempting to recruit a volunteer Special Needs Coordinator. A job description is included in the appendix of this month's Executive Report. Board members inquired about the use of the term Special Needs, which they identified as a loaded term, and Rev. Makar said he would discuss with Jonathan who is supervising the position.
- Rev. Makar will speak with Keith Kron regarding candidates for the Associate Minister for Lifelong Learning and Growth. Our Congregational Record Sheet has been updated. Rev. Makar has a phone conversation with a candidate scheduled for this Friday. This is before the UUA candidating process begins.
- Rev. Makar participated in a conversation regarding dismantling white privilege on the Rashad Richey Show. The show has an audience of three million listeners.
- Year-round stewardship is going well under solid leadership.
- We now have the capacity to donate to UUCA by text. This method appeals to millennials.
- We are expanding the capacity of staff by adding the 10 hour per week volunteer positions.
- We will reframe the theme of the party to celebrate the 50th anniversary of our move to Cliff Valley Way to ensure that all feel welcome. There may be an "ask" around the time of the anniversary for something concrete. It was suggested that the Facilities Team might suggest something that could be

considered a birthday gift to the building. We might also highlight how ARAOMC concerns played a part in selecting this location.

- Rev. Makar is in conversation with the Aesthetics Team regarding a focus on the new parlor and ambulatory.

Report on Status of AVOM items: see above

Attendance Data: Attendance data was sent to the Board via email. Overall attendance is good but Children's RE attendance is down.

Financial Health of the Congregation: see report from Finance Committee

Decisive Action 1

Approval of Minutes of November 2015 Meeting: The minutes from the November Board Meeting were approved via email.

Approval of Minister's Housing Allowances : Amelia moved to approve the Ministers' Housing Allowance. The motion was seconded by Grier. The motion read:

In accordance with UUCA's policy of providing salary and housing allotments in line with the minister's preference for allocation of total salary and housing payments, and recognizing that adjustments to this amount may be made at any time prior to such expenditures (but never retroactively), the board moves to allot the entirety of Rev. Rogers' salary and housing amount, and \$30,240 of Rev. Makar's salary and housing amount to the category for housing allotment for the 2016 calendar year.

Amelia explained that ministers are allowed to set aside all legitimate housing expenses as tax deductible but the Board must approve the amount. It is up to the IRS to determine whether expenses are legitimate.

The motion was unanimously approved.

The Work of the Board Part 1

Open Question- Long Range Plan: Chapters from *Holy Conversations* by Gil Rendle and Alice Mann Marie and Christian reported back from their meeting with leaders who helped create the current Long Range Plan. They completed a SWOT Analysis. Their findings included:

- They saw a clear relationship between the LRP aspirations and our Ends. Progress on the aspirations is also progress towards the Ends.
- They would like clearer communication that the LRP team turns the plan over to the staff and that the team does not also lead on fulfilling the aspirations OR they would like to see wider congregational involvement in implementing the plan.
- Need to communicate a mechanism to the congregation to Track the Progress of the aspirations.
- Open and honest communication is needed throughout the entire process. They were told to plan BIG, then taken aback when things were scaled back due to funding

The various groups reported on what they considered the most important ideas from their assigned chapter in *Holy Conversations*.

Finance Committee: Grier reported that we are 1%-2% behind on pledges. The staff is making contact with individuals who are more than \$1000 behind on pledges. The committee is going to look more closely at individual pledge data. The committee has reviewed 2014 surplus spending. They are considering whether we should apply some of the unspent 2014 surplus to pay part of our 2016 GIFT. The Executive would have to request a budget change and the Board would have to approve it. At his request, the committee gave Rev. Makar feedback on his initial rough draft policies on prioritizing future surplus spending, reserve accounts and implementing projects.

PEM: The committee will meet when they receive submissions for the month of December.

Bylaws and Governance: This month's work focused on the Bylaw changes which were approved at the December Congregational Meeting.

Congregational Life Committee: Thanks to all who participated in the Town Hall Meetings. The Committee will be working on a short survey to have teams and groups comment on our current Ends Statements.

The Work of the Board Part 2

Open Question: Hotchkiss recommendations: Committees reported back on questions presented last month.

Congregational Life: Benefits of smaller Board could include wider congregational participation in Congregational Life work; people could work on tasks that are of particular interest to them and it may allow for shorter term commitments. Shortcomings might be having ad hoc members adhere to confidentiality and covenant norms that the Board observes and recruiting members for the ad hoc committees. Tasks that the Congregational Life Committee might no longer need to do include keeping the Board apprised of Congregational events and exploring new ways to use The City. Researching what other UU congregations do on various topics may not have to be the work of Board members. We did not feel that any aspects of our work could only be done by elected leaders. All Board members could attend Congregational events and report on The City, not just Congregational Life members. Some of the work of PEM and Finance might need to be done by the Board as a whole. We will need to determine whether ad hoc committees can have virtual meetings.

PEM: Their submission is delayed because they did not meet about the questions this month.

Bylaws: They believe that their work is well suited for ad hoc committees. A single person might write a draft and bring it to the Board for comment and revision. This committee does not have work that is non-essential. There is no need for them to meet regularly unless they are working on a specific task.

Finance: We already have a non-Board member on this committee. She has reported that she feels like she only sees half of what is going on. Leaders have to keep her in the loop, a good lesson if we have non-Board members on committees in the future. It has been a healthy policy to have a non-Board member on this

committee. Having one fewer person on this committee is okay because the President is also a member of the committee. It is helpful to have people on this committee with particular expertise such as insurance.

Additional conversation included:

Recruiting could be a challenge.

- We might suggest arranging opportunities for people to have coffee with the Nominating Committee to allow the Committee to gauge people's areas of interest, make asks and share opportunities. We could bring Jessica into this process. Nominating Committee might be envisioned to expand to be "matchmakers" between congregants and leadership opportunities.
- If everyone fully completes their profile on The City, it has a search capability.
- We still have the spreadsheet that Chance created several years ago.
- The Engagement Survey from *The Other 80%* might be useful.

We are considering how deeply to review the Financials. Given the uncertainties around year-round pledging, we don't want to back off more.

We may want to coordinate with the Generosity Team and Give Away the Plate to create an overall summary. The whole Board should get a better picture of how pledging is going.

We are also looking at what triggers us to revisit Executive Limitations. PEM can suggest changes to tighten ELs, but the process to ease them is not as obvious. Are the ELs right? Are we measuring the right things?

Developing "measurables" will be very good for us.

Closing

Observer's Insights: Marie shared observer's insights.

Extinguishing the Chalice: Cindy extinguished the chalice with words from John C. Morgan.

Amelia adjourned the meeting at 9:05 p.m.

Next Meeting: November 15, 2015

Meeting Host: Cindy Hoffner

Process Observer: Jon Johnson

Chalice Lighter: Amelia Shenstone

Above Board [*due February 14 at 5pm*]: Christian Harden

Upcoming Committee Meetings:

- Bylaws and Governance:
- PEM Committee: 3rd Tuesdays
- Finance Committee: 3rd Mondays
- Congregational Life: 3rd Sundays
- Signup Genius for meeting roles:

<http://www.signupgenius.com/go/30e0948abae2ca75-uuca>