

Minutes of the UUCA Board of Trustees February 23, 2016

Attending

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

Staff: Acting Associate Minister Jonathan Rogers, Director of Administration Karen Roy

Absent: none

Amelia called the meeting to order at 6:34 p.m.

Spirit & Community

Chalice lighting: Amelia lit the chalice with words from the poem *To Be of Use* by Marge Piercy.

Introductions and Welcoming Guests: Nancy Bartlett and Nina West were welcomed as representatives of EnterCulture and the Congregational Resolution writing team.

Announcements: Amelia shared announcements as presented on the agenda. Melissa announced that the Board Retreat has been scheduled for June 3-4, at The Mountain.

Thank you messages: This month a *Thank You* card was written to Jerolyn Lowery for her work leading and organizing Wonderful Wednesdays and Sonya Tinsley-Hook for her work as Fun and Fellowship Coordinator.

Circle of connection: All members were asked to share a change they have been through and one thing that helped them thrive through it.

Board Education

Generative Thinking from Connie Goodbread: Amelia participated in a phone conversation with other presidents of large congregations and Connie Goodbread. Points addressed in the conversation included:

- If Board members are getting bored and cranky, there is probably not enough generative work being done by the Board.
- The Board should spend its time considering:
 - What should we pay attention to?
 - What does that mean?
 - What should we do about it?
- Committees should be organized around congregational goals rather than administrative or management responsibilities
- Build overlapping terms on committees
- Work to build trust to work through creative conflict
- Attend SULLE

Need to Know

Executive Report:

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

- A structural engineer will be signing off on the permit for the new sign soon.
- The new web re-design will allow changes to the website to be done in-house and should last 3-5 years.
- Jessica has drafted a position description for an Usher/Greeter Coordinator.
- We've had great feedback from the flash mob on Feb. 1. The video has been seen by other congregations.
- CMT reports that teacher continuity is important to student satisfaction with the RE program. This supports the paid lead teacher model.
- The timeline for Supercharged Sunday will be released in mid-March.
- We have videotaped a segment of Children's Chapel to share with the Congregation.
- The rollout of new short term Covenant Groups lead by Bill Kramer will begin in April.
- Messages about maintaining covenant on The City have been posted on The City and will be the topic of Rev. Makar's March Newsletter article.
- We are trying to form a leadership team to oversee Wonderful Wednesday and monitor 501c3 and our alcohol policy considerations.
- We are trying not to update our audio visual equipment in a piecemeal fashion and this might necessitate a larger expenditure from the surplus funds.
- The RE staff has moved into the Conference Room space.
- The library will continue to function as a library but we will discard the antiquated catalog system. We are looking for a new volunteer librarian.
- Karen Roy and Rev. Makar are developing a Resources Policy to direct our use of reserve accounts.
- SUULE nominees are due May 28. It will be in Virginia this year.

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 January 2015 Meeting: The minutes from the January Board Meeting were approved via email.

Presentation & Verification of ARAOMC Resolution:

Motion: Amelia moved to ask the Executive to continue the process outlined in the Taking a Stand policy and to bring the ARAOMC Resolution to the Congregation for a vote at the May 2016 Congregational Meeting.

Discussion: We need 15% of members to sign the petition to bring the resolution to the Board. We have 174 signatures, confirmed by Board leadership. EnterCulter plans to reach every Congregant through contact with all groups and teams as well as postings on The City, Town Hall Meetings and through Worship, to contemplate and discuss the resolution and how to live into it. Beloved Conversations will kick-off March 25-26 and will continue for 8 weeks of either Wednesday night or Sunday afternoon group meetings. Staff members will participate in training with Sister Reach. The Board discussed the steps of the Taking a Stand process and ways that this resolution might change us.

Vote: Amelia called for a vote. The motion passed unanimously!

The Work of the Board Part 1

Open Question- Hotchkiss Recommendation:

Amelia led the Board in a discussion of the committee charges. The discussion included:

- sharing and discussion of the current committee charges
- The whole Board should help create the annual charges, not just the leadership.
- This year we will give more conscious thought to the charges for next year in light of Hotchkiss recommendations and changes we are making.
- Amelia reminded committees to complete their current charges by the end of the church year.
- Committee charges should not be static.
- Some committees meet as needed, not monthly.
- Some committees might be formed for singular purposes.
- Next year we may have a Long Range Plan Committee.
- Current committees should hone down the committee charge before the end of the year and the whole Board will vote on the charge.
- There may be a goal to recruit at least one non-Board member of each committee.
- Charges should state the what but not the how.
- Charges should be based upon Congregational goals rather than administrative or management responsibilities.
- We want to have some conclusory conversation on our experiment with Open Questions where we wrap up and decide what we want for next year.

The Work of the Board Part 2

Open Question: Long Range Plan:

Christian led the group in a discussion of *Holy Conversations* resources H and I. Groups discussed types of individuals who would and would not make good members of the Long Range Planning Committee and who might be a good person to chair the committee.

Reading assignments for April are:

Congregational Life and Rev. Rogers- Chapter 14

PEM, Finance and Karen Roy- Chapter 15

Bylaws and Rev. Makar- Chapter 16

Congregational Life Committee: The committee met Sunday, Feb. 21 along with June Lester, Bill Mengel, Amelia Shenstone, Melissa Marion-Landais and Erin Stanfill to discuss the possibility of repeating the Congregational Survey as one of the first steps in the Long Range Planning Process. The committee will meet again and present a recommendation to the Board in March.

Bylaws and Governance: The committee did not meet this month. They plan to start looking at the Bylaw that limits any Associate Minister we hire to having prior Fellowship with the UUA. This Bylaw is limiting our attempts to bring more diversity to our ministry.

Finance Committee: The Finance Committee is concerned because in January we were about \$7,000 behind where we were last January. The people in Generosity Circles that have not been contacted yet this year are falling behind on pledge payments. Messaging will be sent out in the Newsletter, Weekly Update, letters to congregants and posting to The City. If needed, we may use funds from the 2015 surplus which is being held for this possibility. Expenses are well under control.

The audit is in progress. A report should be made to the Finance Committee in March and the full Board in April.

Closing

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

Extinguishing the Chalice: Amelia extinguished the chalice with words from Steve Crump.

Melissa adjourned the meeting at 8:56 p.m.

Next Meeting: March 22, 2016

Meeting Host: Amelia Shenstone

Process Observer: Melissa Marion-Landais

Chalice Lighter: Jon Johnson

Above Board [*due April 10 at 5pm*]: Grier Page

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>