

Meeting of the UUCA Board of Trustees

December 18, 2012 7:00pm-9:00pm

Present: Brian Baker, Lyn Conley, Cindy Hoffner, Pam Kilmer, June Lester, Karen Martin, Bill Mengel, Bailey Pope, Erin Stanfill, Beth Valentine

Staff: Anthony David, Senior Minister; Marti Keller, Associate Minister; Scott Howell, Executive Director

7:06 Lyn Conley called the meeting to order.

Circle of connection: What is your favorite holiday memory? Board and Staff members shared holiday memories.

Chalice lighter: Cindy lit the chalice with words from Rev.s Chris Buice and Mitra Jafarradeh of Tennessee Valley UU

Finance Report. (Bailey reported in Grier's absence.) We're about \$5K behind where we wanted to be now in terms of receiving pledged donations for FY12 as well as \$5K short in pledges made for FY13. The Finance Committee is working with Planning, Evaluation & Monitoring [PEM] Committee to schedule Executive Limitation [EL] review. Lyn mentioned that the Memorial Garden will be returning in January with a significantly reduced request for funds from the UUCA Endowment Fund.

Decisive Action

Approval of revised letter of agreement

June presented the revised letter of agreement with Rev David. She explained the committee's process for coming up with a final draft, sending it to Lyn and Joetta for edits and then the board where Grier made some comments on the document. Anthony asked for consideration of item 2.3.2 which pertains to his preaching every Sunday except one per month; he outlined the reasons why he wouldn't be able to agree to that. The wording was changed to: "Rev. David is expected to lead services [~~preach for services~~] every month except one Sunday." The friendly amendment to alter the wording as suggested was accepted.

Karen asked about the issue Grier brought up about intellectual property for tax purposes. Bailey responded that the issue was the disposition of church property at below market value in respect to the minister's intellectual property rights. Grier contacted the UUA and they asked him to let them know what he found out! Grier was satisfied that this was not a significant enough issue to warrant further discuss.

Joetta moved that the board approve the letter of agreement with Rev David as proposed by the ad hoc committee as amended. Pam seconded, unanimous approval.

Approval of Rev. David's Housing Allowance FY13

Rev. David proposed \$45,816.00 for housing allowance for FY13. **Joetta moved that the board approve the housing allowance that he requested.** Bailey seconded, unanimous approval.

Approval of Rev. David's participation at WUULF

With the agreement of the Board, Rev. David may be away from UUCA for various denominational activities. Rev. David has been invited to be the minister in residence at [Western UU Life Festival](#) [WUULF] at Ghost Ranch in New Mexico (similar to SUUSI). His expenses are paid. It will be a week at the end of June. WUULF coincides with General Assembly which Rev. David will not be attending due to cost and our reduction of professional expenses. The board agreed that Rev. David may be relieved of his responsibilities at UUCA for this activity.

Policy on Official Groups

Joetta began the discussion about the proposed policy on Official UUCA Groups by reviewing Executive Limitation G.5., which reads as follows:

G. Asset Utilization

The Executive shall not devote congregational assets to endeavors that are incongruent with Ends policies or Unitarian Universalist principles.

Accordingly, the Executive shall not...

5. Grant the status of an official UUCA group without having a Board approved operational policy that defines the purpose, criteria, rights and responsibilities of such groups.

The Executive provided a draft policy to the PEM committee which then engaged in conversation with the Executive regarding suggested changes. Now PEM is recommending that the Board approve the Executive's proposed policy. The purpose of the policy is to define parameters of official groups and outline their responsibilities and rights, in order to ensure the proper utilization of UUCA's assets (both financial and material). Defining official UUCA groups will also lay the groundwork for clarification of how the congregation may pass a resolution on a topic. The proposed policy was reviewed (including two edits suggested after the proposed policy had been emailed to Board members).

Discussion ensued regarding the policy. Several additional edits were suggested by Board members to improve clarity. When Board members inquired whether there have been “issues” in the past related to the functioning of UUCA groups, Rev. David and Rev. Keller reflected on past positive and negative experiences. The complexities of implementing the policy with informal non-justice groups were discussed. It was acknowledged that implementation of this policy will be the responsibility of the Executive and that the Board would expect the Executive to proceed with implementation in whatever timeframe and manner is deemed most conducive to success. It was noted that it is the Board (not the congregation) that approves this policy; it will be important for information about the new policy to be conveyed in various ways to educate congregants.

Due to several changes that were suggested during the Board’s discussion, Joetta suggested that this item be placed on the January Board meeting agenda to allow final edits to be made. This was acceptable to all.

Erin moved to table the discussion. Joetta seconded it. Passed unanimously.

Board Education

Sabbatical

Anthony reviewed his plans for his sabbatical including reading an email from Dr. Edward Frost who outlined his own experience with his sabbatical in England. Anthony is excited about his time planned for Switzerland. He is also hoping to spend time in England around May. The board encouraged Anthony’s time to rest and replenish. He discussed working on writing and having time with family.

Need to Know Part 2

Executive Report

The playground task force is experiencing some frustrations because there was no attendance at the last meeting. Mr. Barb Greve is experiencing difficulties with volunteerism around RE and the playground initiative. The executive report explains other experiences of Mr. Greve.

Beth asked clarifying questions pertaining to the Congregational Life Committee’s involvement in the Communications Task Force.

Board members brought up the volunteerism issue around Greeting Teams.

Board Committee Reports

PEM: Joetta briefly reviewed the two PEM Monitoring Reports that had been emailed to Board members shortly before the meeting. PEM has accepted the Executive's report about interpretation of and compliance with Executive Limitations K. (Executive Absence) and L. (Executive Well-being). Work continues on E.L. C. (Fair Compensation) and B. (Treatment of Staff).

PEM is working with Finance regarding monitoring of the various E.L.s related to financial issues.

Bylaws and Policies: Cindy reported that they met and discussed Cindy's meeting with Anthony and processes of collating and addressing various issues. They also discussed how to make the policies widely available. Karen will be reviewing the possibility of the board voting electronically and whether it's a feasible change. They are making good progress.

Congregational Life: Beth reported that she has corresponded with Marti in relation to the communications task force and CL's involvement with it. She needs to change out the bulletin board and promised to do that post haste. The committee plans to meet after the holidays.

Announcements:

NLDC: Erin reported that members of NLDC have heard board members complaining about the level of work involved with Board service and that we should be mindful that people hear us and what we are saying about that work. Brian asked about the Leadership Development part of NLDC. Lyn replied that a meeting was recently held that convened representatives from NLDC, Spirit in Service, Adult Religious Education (represented by Rev. Keller) and staff (represented by Rev. David) to address this issue. It was the initial meeting but everyone was enthusiastic about the direction in which we're heading.

Lyn presented Starbucks cards to staff as a gift from the congregation.

Process Observer: Lyn provided her observations.

Cindy shared closing words from Peter Morales at UUGA 2012

Meeting adjourned at 9:11