



MINUTES
Board of Trustees
UNITARIAN UNIVERSALIST FELLOWSHIP OF DURANGO
11/8/2016 3 pm

[Board members](#) Teresa Jordan, President | Tom Miller, Vice-President | Donna Nelson, Secretary | Jim Dahlberg, Treasurer | K. Redford, Associate Treasurer | Susan Koonce, At-large | Rev. Katie Kandarian-Morris, Minister

[Visitors](#) Graham Smith

[Process Observer](#) Susan Koonce

3:05 pm Chalice/reading Board covenant

Check In

Consent Agenda: Minutes Approved, Attendance Report and Minister's Report accepted. Remaining items pulled.

1. Approval of Minutes
- ~~2. Acceptance of Financial Reports~~
3. Acceptance of Attendance Report
- ~~4. Acceptance of Endowment Update~~
- ~~5. Acceptance of Internal Financial Review Task Force Update~~
- ~~6. Acceptance of Bookkeeper Search Update~~
7. Acceptance of Minister's Report

Public comment: none

Business items

- Strategic planning task force update by Tom Miller. (Task Force members: Graham Smith, Anna Royer, Marsha Porter-Norton, Elizabeth Long, Tom Miller) BOT members have had the opportunity to review two documents: The Proposed

Process for Developing the UUFD 2016 Strategic Plan from the task force and the proposal from the consultant the task force recommends, Dr. Lawrence Peers. The Board of Trustees, by consensus, accepted the recommendations of the Strategic Planning task force. This will involve much participation by the congregation and will require an experienced “outside” consultant. Items to be discussed today are the budget, the dates for meetings, and selecting members of the Strategic Plan Steering Committee.

After discussion of budget needs as outlined in the proposals, Jim Dahlberg, treasurer, determined there are adequate funds in the general operating fund to cover the consultative costs for developing the strategic plan.

Tom Miller moved that the BOT approve the use of general operating funds up to \$15,000 for consultation services of Dr. Lawrence Peers to assist in development of the next strategic plan. Motion carried.

The proposal includes selecting dates for meetings which need to be in the church calendar as soon as possible.

Tom Miller to discuss with Dr. Peers specific housing details that affect the consultation budget, dates for first visit in December and possible dates for February/March summit. In addition he will discuss the job descriptions of the members of the Strategic Planning steering committee.

BOT members to email names to Tom for consideration for the Steering Committee. These should be a cross section of the UUFD membership.

Break

- Retiring Mortgage, Bowman Hall was discussed. Documents regarding the Ministerial Commitment Fund need to be located to determine exact terms and commitments of this fund (**Jim Dahlberg**) This discussion will continue.
- Solicitation/Sales policy. Discussion of draft policy. Revisions will be sent to members for approval by email. (**Susan Koonce**)
- Chair vacancies—Stewardship and Governance tabled.
- Governance/Ministry model. Continue to understand the role of each program/committee/team in the model. This discussion will continue, specifically with IT at this time.

Announcements:

- Finance Planning meeting (Mortgage/Capital Campaign): TBD
- Deep Chair November 30, 10:30-12:30, Donna's.
- Next BOT meeting December 13, 3 pm.

Snacks: **Donna**

Process Observer: **Jim**

- Advent: December 14, Wednesday, 6:30 pm
- Leadership Council, December 20, 5:30 pm.
Communication using world café model, Strategic Planning, Leadership pipeline.

Closing review: Susan

5:05 Extinguish chalice/closing words

