

Minutes

Unitarian Universalist Fellowship of Durango

Board of Trustees

6/13/2017 3:00 PM

Board Members Teresa Jordan, President | Tom Miller, Vice-President (Skype) | Donna Nelson, Secretary | Jim Dahlberg, Treasurer | K. Redford, Associate Treasurer | Susan Koonce, At-Large | Rev. Katie Kandarian-Morris, Minister

Visitors Robert Winslow; Vanessa Self; Kathleen Adams; Elizabeth Long

3:00 Opening chalice lighting Teresa/reading of Board Covenant Susan

Check in

Consent Agenda Minutes Approved. Minister's Report pulled for discussion. Acceptance of reports 2 through 5. Request from Tom to have the historical attendance report so we can follow the trends.

1. Approval of Minutes
2. Acceptance of Financial Reports for April
3. Acceptance of Endowment Task Force Report
4. Acceptance of Financial Review Task Force Report
5. Acceptance of Attendance Report
- ~~6. Acceptance of Ministers' Report~~

Public Comment : Clarification of location of documents (all should be in Dropbox)

Business items

- Minister's Report read by Rev. Katie (Dropbox) (Rev. Katie, I cannot find this report...could you provide location or send me a copy to post?)
- Board Policies (*Action Item - Approve draft policies*) (Dropbox) Teresa discussed changes recommended by Policy Task Force (Teresa Jordan, Bonnie Miller, Graham Smith). Policies are living documents and changes can be made with approval by the Board. Motion by Jim Dahlberg to adopt Sections A and B using the latest edition of the FF security policies referenced in Section B.8.3. Discussion regarding procedures or regulations as distinguished from policies. Motion carried.
- Facilities Planning Task Force Charge (*Action Item*) (Dropbox) Motion by Donna Nelson to accept the charge. Motion carried.
- Building & Grounds Comm. Chair vacancy (*Discussion Item*) Names for chair discussed. There are administrative tasks associated with the role. The chair is a leadership role, will recruit help from a list of volunteers, will not have to be physically involved with all the tasks. Chair could be female.
- Columbine House Update (*Discussion/Action Item-brick or concrete patio*) The Board has approved the renovations to the Columbine House by Hansen in the amount of

\$15,000 to make the building code and ADA compliant. Surface of existing patio must be elevated for ADA compliance. Consensus is to stay with bricks as originally discussed..less expensive as volunteers can do the work, aesthetically more pleasing than concrete, and easier to remove if renovations or remodel require change in the patio.

- Position Descriptions-Finance Clerk & Membership Professional
Minor changes made to each of the job descriptions. (DropBox)
Motion by Tom Miller to approve the position descriptions as discussed and reflected in the descriptions in Dropbox. Motion carried.
- 50th Anniversary Task Force Update. Marilyn Leftwich and Robert Winslow have agreed to co-chair this Task Force and will work with Rev. Katie. Weekend of September 23,24. Progressive event, special Sunday service, and UUFD timeline in the BH Gallery (Ann Smith and Judy Hook) are main components to be considered.
- Governance Committee Charter (*Action Item*)
This committee is recommended by Hotchkiss in the Governance model UUFD is using. This committee drafts policies at Board request, assists with calendar at Board request. Discussion regarding role of Governance Committee especially with annual review of the Board covenant and involvement with the annual Board self-evaluation process. This is tabled for further revision by Tom Miller (Dropbox), review, and commenting by Board members before an e-vote.
- Off-site voting delegate for UUA General Assembly (*Action Item*)
Rev. Katie, Elizabeth Long (voting delegate) and K Redford (voting delegate) are attending the GA in New Orleans. UUFD is entitled to 3rd voting delegate. Teresa Jordan volunteers for this position.
Motion by K Redford to accept Teresa as the off-site voting delegate to the UUA General Assembly 2017. Motion carried

BREAK

- .Board Self Evaluation
Board Members discussed in small groups and then as a group shared the conclusions of the discussions.
 - Goals of the Board:
 - Mission Statement,
 - Strategic Plan
 - Policies
 - Governance Ministry Model
 - Shared Ministry
 - Installation Ceremony
 - Managing the business of the church
 - Progress towards the goals
 - Much accomplished
 - Flexibility
 - Timely response to opportunities
 - Reading the Covenant at meetings

- Adjustments: What can be done more effectively next year?
 - Pacing, both for Board members and congregation
 - Continue to nurture relationships.
 - Delegate with awareness for the work capacity of the congregation
 - Reminder: Strategic Plan will be in place, giving structure to the work of the Board.

Leadership Council Planning

Updates SP Task Force and Facilities Planning Task Force-Tom

Leadership Training—Terri Reherman and Allison Andersen

Celebration –email ideas to Teresa before the end of the week (get date) Lisa M may be involved in this Recognition

Food and Beverages: Susan and Donna organize food; RSVP to Susan

Announcements

Fri.-Sun., July 7-9 4 Corners UU Retreat at PineSong

Tue., June 20 Leadership council, 5:30-7:00pm, Bowman Hall

Sun., June 25 UUFD Newsletter deadline

TBD End-of-Year Potluck for Board Members + Spouses or Significant Others,
104 Riverview Drive

Review by Process Observer

5:43 Closing words by Teresa, Chalice extinguished by Jim.