



Meeting Minutes
BOARD OF TRUSTEES FEBRUARY 20
2018

Board Members Present: Tom Miller, President | Susan Koonce, Vice-President | Vanessa Self, Secretary | Kathleen Adams, At-Large (ABSENT) | Elizabeth Long At-Large | Rev. Katie Kandarian-Morris, Minister

Consent Agenda – Approved

Ministers Report- Written document was provided in advance.

Verbal highlights and additions:

- Beloved Conversations events will take place – 4/13 and 4/4, board members are encouraged to attend and participate.
- New Members were welcomed during a special New Member Ceremony during the service on 2/18/18. It was noted that in the future the Membership committee has decided to do two New Member Ceremonies annually- one in the spring and one in the fall.
- OWL classes began on 2/19/18 and there are 13 students signed up. Of those, 5 are UU kids.
- Suicide Prevention event with Atheist, Agnostics, and Skeptics Groups is in the works and will take place at UUFD.

Finance Chair Report – Written reports were provided in advance.

Tim Miller, finance chair, presented a new spreadsheet that he has been working on that is designed to help with the creation of our next budget. He has included several new line items that are not in our current budget as well as projected needs for existing line items. This worksheet is a work in progress that is being updated frequently as new information comes in from teams, committees, and staff. A moderate increase in pledges will be needed in order to accommodate maintaining the status quo and a significant increase in pledges is needed to achieve our “aspirational” budget goals.

The board, as a “constituent group”, met with Tom Umbhau (architect) to provide Facilities Plan Input ahead of the larger input gathering session to which many were invited scheduled for the evening of 2/20/18.

The board was presented with a list of thought provoking questions. We each answered every question round robin style as Tom U. listened attentively and took notes.

Themes that emerged were:

- Board members agree that our mission needs to be kept at the fore
- There are some safety, accessibility, and convenience concerns that we would like help addressing.
 - Examples included:
 - Proximity of children or lack thereof
 - Bumpy paths and narrow hallways and walkways, upstairs – lift.
 - Distance of offices from actual “work areas” like classroom or the chancel.
- Board members agreed that the strategic plan should be consulted and used as a guide and reference in this process as well. Including noting the goal related to potentially becoming a “Green Sanctuary”
- Bowman hall (fellowship hall) is too small/crowded and not able to accommodate our fellowship even now let alone accommodate any growth.
- The sanctuary is a beloved, sacred, and well liked space.
- Aesthetic appeal indoors and out, as well as “fitting in” in the neighborhood is important.
 - The wood and stained glass in the sanctuary were named as having elements of beauty and sacredness that are loved.
 - It was noted that it would be nice to have “unifying” elements that carry through a design.

Other Items of Business

The board voted to formally decide to take the consideration of a “second service” off Crowding Remediation Task Force Charge. The motion carried.

Update from Crowding Remediation Task force: The CRTF expects to have a detailed recommendation for Board review the week before the March meeting. They have done an extensive review of possibilities and have consulted broadly with key user-constituents in order to establish realistic parameters for their recommendations. The Board expressed great appreciation for their work.

A need has arisen for Jeanne, the Office Administrator, to be approved to sign checks. It was confirmed that appropriate procedures are in place and a motion was made to approve adding Jeanne to the Vectra bank checking account as a signer– The motion carried.

A motion was made to accept K Redford’s resignation as treasurer with a special note expressing great gratitude for her service. Tom Miller will contact Vectra bank to have K Redford removed as an authorized signor on our checking account. The motion carried.

A motion was made that Surplus Equal Exchange Fund money be moved to Misc. Income for the purpose of use in funding general operating expenses. Tim Miller will note this accounting change in the financial record. The motion carried.

Board Reflection on Strategic Plan process –

- We went through the Goals and reviewed what has happened. In general, we feel that we have been doing well and have made good progress and have addressed the goals appropriately as of this time.
- Environmental Justice Team has formed – looking at recycling, strategic plan, and Green Sanctuary as things to work on going forward.
 - It was noted that this team needs some guidance, leadership (currently two short term “conveners” have been acting as interim leaders), and raised awareness of governance model.
- In regards to the Financial goal – Endowment Planning is in progress and some steps have been taken in the direction of coming up with the following:
 - Policies
 - Vehicles (Financial instruments) for taking money in the form of endowments.

For our next meeting:

Susan – Opening and Closing Words

Elizabeth – Process Observation