



Meeting Minutes

BOARD OF TRUSTEES

3/20/2018

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

OPENING WORDS/ CHALICE LIGHTING

CHECK IN

CONSENT AGENDA – APPROVED

PUBLIC COMMENT- NO COMMENT

MINISTERS REPORT – A written report was provided in advance of meeting. Additional verbal highlights provided by Rev. Katie included:

- There will be two services on Easter – 9:30 and 11 a.m.
- Rev. Katie will be working with Stewardship Leaders to help ensure that pledges continue to be collected and that necessary and appropriate contacts are made with potential donors.
- The immigration team recently met with the Healing Racism team. A consultant (Katia Hansen, Director of UU RISE) has been working with the immigration team to help in the process of establishing a holistic approach to begin a process of discernment regarding the topic of becoming a “Sanctuary Church” for the purpose of helping people facing deportation. The group will be offering a program called “Beloved Conversations”, which will begin in ~~October 5th and 6th 2018~~ **Amended 4/17/18 to read: October 18-19, 2018**, kick off, 8 small group sessions following (meeting twice monthly).

REPORT FROM CROWDING REMEDIATION TASK FORCE (CRTF) – A written report with recommendations was provided to the board by the task force.

John Redemske attended the BOT meeting and provided verbal clarifications and additional details.

The BOT moved to accept the recommendations from the Crowding Remediation Task Force, including suggested timing for the sanctuary renovations that will take place over a 2 week period in the summer of 2018. The timing of implementing Stage 3 of Fellowship hall (Tent) will be revisited as needed at a later time.

The BOT tabled a discussion about how the pay for the remediation until our April 10th Budget Workshop Day.

PRELIM REPORT FROM STEWARDSHIP – A written report was provided to the board by Tim Miller, Finance Chair.

Additional verbal highlights and clarifications were provided specifically regarding the 2018-2019 Budget Suggested vs. Actual Projection worksheet. This document provides estimates, ideal numbers, needs, and suggestions.

~\$245,000 is the place holder for anticipated pledge income as of March, 2018, including pledges that have been received, but not yet formally reported and those that are expected.

In summary:

\$55,000 – suggested increases

\$35,000- likely pledge increases

\$20,000- likely difference/ shortfall

Tim Miller recommends that we begin using a “net pledge received budget” rather than what we use know – “gross pledges”. He also recommends that we begin showing our outlay of cash to pay our monthly mortgage on the Profit and Loss report. (It is not currently listed as a line item on this report.) The difference between the “Suggested Increases” and the “Likely Pledge Increases” includes these changes.

REVIEW PROPOSED BUDGET IN LIGHT OF STEWARDSHIP’S NUMBERS The BOT decided that we need to have Budget Workshop – Scheduled for Tuesday April 10th, 2018 11:30-4:30 p.m.

PRIORITIZED GOVERNANCE ISSUES – The BOT used a written document created by Tom Miller and a response document created by Teresa Jordan, Governance Committee Chair, to talk through a list of governance and policy issues. Tom will update Dropbox with copies of both documents.

PROCESS TO ADDRESS MISSION- This item was tabled until our next meeting

NOMINATING COMMITTEE UPDATE- Allison Andersen, the Nominating and Leadership Committee Chair, has expressed a need of help with finding someone to fill the Treasurer position on the 2018-2019 BOT. Actions steps discussed included:

- A need to redefine the “job” of the treasurer has become urgent. Tom Miller will be convening a meeting with as many past and potential future treasures, financial staff, and finance committee individuals as possible.
- Tom Miller will call Allison to get an update on who she has talked to and will make an additional suggestion for another potential candidate_____.
- Vanessa Self indicated that as a last resort, she would be willing to move to the position of Treasurer, leaving open her current seat as Secretary. The idea behind this is that it may be easier to fill the Secretary seat or that a different pool of candidates may be available for this position.

APRIL LEADERSHIP COUNCIL (April 12th 5:30-7:30) - The BOT agreed on the following topics for the April Leadership Council meeting:

- Crowding Remediation – Provide information and details about the recommendations and the timing.

- Safety Issues
- Mission (revisit the current mission with an eye on the future. The strategic plan guides us to initiate a process at some point that will allow us to go deeper with our mission and look to creating a covenant.

Tom Miller, Susan Koonce, and Elizabeth Long will work together to put together the food and agenda for the Leadership Council Meeting.

NEXT OPENING AND CLOSING WORDS- Rev. Katie

NEXT PROCESS OBSERVER- Kathleen Adams

PROCESS OBSERVATION

CLOSING WORDS, EXTINGUISH CHALICE

ANNOUNCEMENTS:

MARCH 21ST 11:30-1 – BOARD GOVERNANCE TRAINING SESSION (HOTCHKISS) SESSION 4

FACILITIES PLANNING TASK FORCE IS CONVENING MULTIPLE CONSTITUENT GROUP MEETINGS TO PROVIDE INITIAL FEEDBACK TO OUR ARCHITECT. MULTIPLE MEETING WIL BE HELD APRIL 2ND THROUGH APRIL 11TH

Next BOT Deep Chair- April 4th 10 a.m. – 12p.m. at Kathleen's