

CLUUC Board of Trustees Meeting Minutes
March 27, 2018

New Action Items:

WHO	WHAT	WHEN
Greg	Schedule a Board workshop on implicit bias, facilitated by Wangari Kamau.	Bring tentative dates to next executive committee
Sara, Jim	Print the letter to the UUA on letterhead, have Jim sign, send, and post on website.	By Apr 3
Linda, Peggy, Suzanne	Participate on a Task Force to review congregant Applications to the search team	Don't start until announcement
Rebecca	Post approved Board Minutes to website, bulletin board, library binder	by Apr 1
Rebecca	Summarize this meeting for Board Matters	Submit to Sara Davidson by Mar 28
Rebecca	Send a summary of action items (continued, new, and closed) to Board members as reminder	Before the next board meeting

ATTENDANCE:

Board Members Present: Jim Anderson (President), Carol Bertaut (Treasurer), Greg Falcigno (Secretary), Linda Gianessi, Peggy Jackson, Ellen Kelley (Assistant Treasurer), Ariel Mora, Rebecca Nachtrieb (Assistant Secretary), Suzanne Pineau, Raj Rajendran, Joan Riggs, Gail Riley (President Elect).

Board Members Absent:

Staff Present: Abhi Janamanchi, Sara Deshler

Others Present: Capital Campaign folks - Mel Kalagian. Jack Welch

Board Meeting Reports:

Appendix A (website) - Board Meeting Minutes February 20 2018
Appendix B (website) - Exec Com Meeting Notes March 6, 2018
Appendix C1 (website) - Assistant Minister's Housing Allowance Motion
Appendix C2 (website) - Senior Minister's Housing Allowance Motion
Appendix D (website) - Financial Policy Meeting Minutes 3.9.18
Appendix E (website) - New UUA Letter
Appendix F (website) - Strategic Direction 5 Proposal
Appendix G (website) - Retroactive Employee Benefits Coverage Request
Appendix G1 (website) - LTD Board Letter 3.2018 Letterhead w Employee Names
Appendix H (website) - Senior Staff Board Report - March 2018

Opening: Convened at 7:30 p.m. with centering words, chalice lighting, and check in.

Board Business:

Approval of Consent Agenda:

- Appendix A (website) - Board Meeting Minutes February 20 2018
- Appendix B (website) - Exec Com Meeting Notes March 6, 2018
- Appendix D (website) - Financial Policy Meeting Minutes 3.9.18
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Approved.

Report on Previously Open Action Items

- Create Evaluation Task Force (Gail) (from June 2017)
 - 7/25: Gail volunteered to chair the task force, requested volunteers. Action Item stays open.
 - 9/26: Gail to link with Governance task force, not to overlap.
 - On hold, waiting for Strategic Directions
- Policy Manual to change the responsibility for appointing the Right Relations Team from the Senior Minister to the Board. (Greg/Rebecca) (from Sep 2017)
 - 10/17: no update.
 - 3/20:
- Committees revised charters (Ariel, Greg) (from Aug 2017)
 - 10/17: Charter revision communicated to committees, with request to respond with new charter by Dec 15.
 - Two received so far.
 - 1/16: on tonight's agenda
 - 2/20: on tonight's consent agenda
 - 3/20: returned to committees with Apr 15 deadline to return. Starting to get feedback.
- Find out if Abhi received results of the evaluation survey. (Jim) (from Nov 2017)
 - 2/20:
- Explore drafting a follow up story to our UUA letter (Exec Committee) (from Nov 2017)
 - 12/12: In progress (Jim)
 - 2/20: Next Step: Ariel, (NEED VOLUNTEER from Board), and Mosaic Makers to recommend
 - 3/20: on tonight agenda. Closed.
- Check on the location of the Board of Trustees minutes etc archives (Rebecca)
 - 1/16: Rebecca and staff started looking
 - 2/20: Sara Davidson computer crash contained some, recovering.
 - 3/20: Sara has several years posted.
- Seek Governance committee guidance on committee charter substance (Jim)
 - 2/20: in process
- Recommendation next meeting what we do with SD 5 (Gail)
 - 3/20: on tonight's agenda. Closed.
- Game Night! March 24 (Ariel coordinating)
 - 3/27: closed.
- Bring Feb 2018 Appendix F3 to the Governance Committee for review before we consider it. (Jim) (from Feb 2018)
 - 3/20: it is with the Governance committee. They requested and received some revisions from Jack Welch. It was not discussed at Governance's March 26 meeting.
- Notify Joan Riggs and the Nominating Committee. (Gail) (from Feb 2018 Executive Session)
 - 3/20: nominating committee is working on their action item.

Capital Campaign Steering Committee Update

Discussion included that the progress report we all received in email is a complete summary of recent activities.

Leading Toward True Multicultural Inclusion

Discussion included Appendix E

- What has it meant to us at Cedar Lane to be grappling with white supremacy culture?
- Does the letter reflect us?

Election of Next Church Year's President and President Elect

Discussion included

- No other nominations for President were offered, so Gail was nominated and elected.
- According to the Board Policy Manual, the retiring Board members and President-Elect constitute the nominating committee to choose a nominee for next year President Elect.
- That nominating committee recommends Peggy Jackson for the office of President-Elect next year.
- Peggy agreed to be nominated, and was elected.

Minister Housing Allowance Requests

Discussion included Appendices C1 and C2

- The compensation package for ordained ministers has two parts: salary and housing allowance.
- The figure mentioned in the appendix was given as part
- The motion represents supporting documentation for their taxes.

Right Relations Task Force Charge

Following discussion last night with the Governance Committee, this item is tabled to a later meeting.

Strategic Plan - Recommendation for Strategic Direction 5

Discussion included Appendix F

- Rebecca, Raj, Ellen, and Carol participated in the working group that discussed whether or not Strategic Direction 5 should remain in our Strategic Plan.
- The working group recommends that it does remain, focusing on fiduciary responsibility and transformational giving.
- Two of the four priorities we identified in our activity last meeting were related to our financial, fiduciary responsibilities, reinforcing that it deserves strategic attention.
- This also deserves to remain as support for the generosity of the congregation, as witnessed by many of us during this season's annual & capital campaign visits.
- While discussing Outcome (b),
 - The new approach to not include specific numbers but specify goals received broad support from the Board.
 - The wording of Measure 1 was debated, how to define "balanced enough". Specify a percentage of the operating budget, a dollar figure, just the word "balanced", "balanced within accounting principles". Also, the second sentence would be phrased better if it started with "each year" instead of ending with that.
 - Wording changes were done in the Appendix directly.
- While discussing outcome a2, what preparatory steps do we need to move toward a culture of generosity? Then we can measure. What are best practices we can identify? How do we define culture of generosity? If

the Board was first clear what leads to a culture of generosity, then the staff can refine measures for the outcome.

- Preliminary ideas of things that lead to culture of generosity included
 - System to connect members with opportunities.
 - Leadership development - advancing people along the membership spectrum.
 - Preach, teach, and celebrate generosity.
- But what do we mean by it? The staff can handle the how-to, the Board should work on an operational definition.
- The operational definition of “transformational giving” is good.
- One idea was combine, use a “culture of transformational giving” since we already have operational definition of that.
- If we choose to keep Strategic Direction 5 in the Strategic Plan, we should aim for presenting it to the congregation at the next Annual Meeting.

Executive Session

- No notes taken.
- Broadly, the discussion included personnel matters.

Executive Director Search Process

- In order to fill a senior staff position, the Board needs to create a search team.
- Recommendation of a team of 7, as composed in the handout shared by Abhi. One each from Board, HR, FPC, Mosaic Makers. Two from the congregation. Abhi ex officio.
- Board should approve of the search team members, but if the team needs to start work it could begin before approval. The Board can also approve via email between meetings.
- If we decide to have open invitation to congregation for applications, that would be in keeping with our guidance with committees to have open annual process. And if so, we ought to identify a task force to screen applications for the board.

Board Decisions (include motions passed):

“I move that the Board approve the letter to the UUA in Appendix E.”

- Suzanne moved, Joan seconded. The vote was 10 aye, 1 abstention. The motion is passed.

“I move that the Board elect Gail Riley as President for a one-year term, starting July 1 2018.”

- Carol moved, Ariel seconded. The vote was unanimous. The motion is passed.

“I move that the Board elect Peggy Jackson as President-Elect for a one-year term, starting July 1 2018.”

- Gail moved, Rebecca seconded. The vote was unanimous. The motion is passed.

“I move that the Board approve Minister’s Housing Allowance Motion for the Rev. Katie Romano Griffin and for the Rev. Abhi Janamanchi as described in Appendix C1 and C2.”

- Carol moved, Peggy seconded. The vote was unanimous. The motion is passed.

“I move that the Board approve the Terms of Retirement Agreement as outlined in tonight’s handout.”

- Carol moved, Ariel seconded. The vote was unanimous. The motion is passed.

“I move that the Board approve the formation of a Executive Director Search Team.”

- Gail moved, Suzanne seconded. The vote was unanimous. The motion is passed.

Process Check (Raj)

Pro:

Con:

Adjournment at 9:38 p.m.