

CLUUC BOT MEETING MINUTES -7/15/14

Action Items:

1. Board and Staff members who attended GA in Providence, who would like to share relevant links, please send them to Tim.
2. Paul, Sara and Tim will discuss monthly v. quarterly financial reports. They will also gather the Head of Staff's views.
3. Sara will include attendance numbers in her Administrator's report.
4. Add to next agenda: discussion about BoT member sitting at desk on Sunday mornings.
5. BoT members should provide feedback on their "top 3" discussion topics found on page 1 of "Board Meetings and Functions under GBP" (distributed by e-mail by Tim Persons).
6. Sara will give a copy of Dan Hotchkiss' book to Melissa and Walt. Others who would like a copy should contact Sara.

ATTENDANCE:

Board Members Present: Maryann Dillon; Walt Ellis; Ariel Mora; Tim Persons (Chair); Lyn Peters (Chair Elect); Melissa Reichley; Kate Simon (Assistant Secretary); Paul Strella (Treasurer); Michael Thoryn; Gwen Warman

Board Members Absent: Dave Hawver, Jack Rodgers, Assistant Treasurer; Susannah Vesey (Secretary)

Staff Present: Rev. Heather Janules, Sara Deshler

Staff Absent: Rev. Abhi Janamanchi

Others Present: none

Opening: The first Board meeting under Governance by Policy convened at 7:35 p.m. with the lighting of the chalice by Michael Thoryn and with a welcome by Chair, Tim Persons. Heather Janules provided opening words by Neil Bowers, "Living the Parable". Board members read the *BOT* Covenant together out loud. Board members and visitors responded to a question raised in *Governance and Ministry* by Dan Hotchkiss: **How has this church moved your spirit in the last month?**

Approval of Consent Agenda: The Consent Agenda contained the following items:

Rev. Heather Janules Report- Appendix A, Appendix C
Church Administrator Sara Deshler's Report- Appendix B

Maryann Dillon moved, and Walt Ellis seconded the approval of the Consent Agenda; it was approved by unanimous voice vote.

[Items for the Consent Agenda should be submitted to the Board by the Friday prior to the Board meeting.]

The Minutes of June 18th Board Meeting will be reviewed for approval at the August 19, 2014 meeting.

[Draft Minutes of the previous Board meeting will be typically submitted to the Board 7 days prior to the meeting. Any comments or major edits should be indicated in writing 1-2 days of receipt of the Draft Minutes. Changes will be shared with the Board at the meeting, prior to approval.]

Special Items:

Tim Person shared a letter from Dr. Richard Speck and Lillian Christman, for CLUUC's Full Fair Share (financial support of JPD).

Ariel, Gwen, Walt, Sara and Heather shared reflections from their experiences at General Assembly in Providence, Rhode Island. Common themes and reflections are summarized here:

- Mission statements are more powerful when they contain action words (eg. "purposefully act to___; commit to ___)
- Becoming a multicultural congregation will inevitably include both tension and purpose.
- The church can be at its best along the path of becoming multicultural when it adopts an "us also" mantra (vs. "us only").
- GA and regional 'cons' are effective tools in engaging our youth.
- CLUUC should continue the conversation about how to best support attendees with financial assistance. (Especially for youth sponsors and young adults)
- Boards can promote change addressing where the congregation is, making connections, maintaining a visible presence, using governance to make generative ideas and keep persevering (never give up).
- Ministry occurs in the connections between people—including church administration and office work, as well as from the pulpit.
- Strong emotions in support of Rev. Ken McLean receiving the Distinguished Service Award.
- AWAKE Ministries of the Annapolis Congregation is a multicultural ministry being done well. There is a focus on Emotional Literacy, including engaging with others with high energy and authenticity. Services are held each Tuesday at 6:30 PM. A field trip is possible.
- The Youth Caucus unanimously supported the selection of "Escalating Inequality" as the new Congregational Study Action Issue (CSAI) for 2014-2018. CLUUC should become more involved in this issue as well as the 2012-2016 CSAI: Reproductive Justice: Expanding Our Social Justice Calling.

Treasurer's Report (Paul)

The Board meeting was held 2 weeks into the next fiscal year. "The budget is lumpy." Discussion was held regarding the format of sharing fiscal information. A shift towards quarterly reports would be more aligned with GBP. The Head of Staff would still be

responsible for major spending decisions. Abhi was not present at this meeting to provide input. Any concerns or changes in financial information would be shared promptly. Not all Board members felt comfortable. Another option is for Sara to include attendance and financial statements in her report. Paul, Tim and Sara will discuss and make a recommendation to the Board.

Discussion was held regarding whether the Stewardship Team should be formed as a Board Committee. Tim has started this conversation with members of the Stewardship Team and is awaiting further comment. Details are being worked out.

Paul Strella moved that the Board (1) adopt the Cedar Lane Unitarian Universalist Church Cafeteria Plan, which would enable employees to elect to pay their portion of their health plan premiums on a pre-tax basis, and (2) would delegate to the Church Administrator and the Treasurer the authority to adopt such amendments to the plan as may be necessary to comply with IRS regulations and meet the needs of the staff.

Ariel Mora seconded the motion. The motion was passed by unanimous voice vote.

Discussion was held regarding creating a Flexible Spending Account for CLUUC staff, including potential financial risks to the Church, as well as the benefits for staff (helping to close the gap of pay requirements.) There may be other options (than a Flex Spending Account) with less administrative burdens. Paul, Jack and Sara will research and provide recommendations to the Board at the August meeting.

Discussion of GBP paper on Board meetings and functions (Tim, All)

- A. Philosophy of Governance Statement- page 8 of Policy Book. This statement articulates the 2 sides of GBP- Governance and Ministry.

Discussion was held regarding terminology (“Vision of Ministry” and “Vision”). Terms are confusing because of their similarity. Seeking clarity of terminology should be deferred to the Governance Committee.

The Vision group (chaired by Ariel Mora), with congregation input, is writing a Vision Statement this year. There may be a Saturday event (tentatively in the Fall 2014) to engage the congregation in a process of discussion regarding our Vision. Discussion points will be summarized and reduced to final Vision Statement. Some thoughts about the annual Vision were gathered, but not finalized, at the Board Retreat in June 2014. The Vision group may do something similar to the above event.

Walt Ellis moved that the Board elevate the Vision group to the Vision Task Force. Gwen Warman 2nd the motion. The motion was passed by unanimous voice vote.

B. Core Principles, Board Roles, and Board work products

Tim shared that the Core Principles reflect the essence of GBP.

The list is a working document, requires editing for format and grammar. Michael, Ariel and Melissa offered assistance in editing documents to share with the congregation.

Board Roles- Percentages of time were reviewed and edited to reflect discussion at the Board retreat (Oversight- 20%; Vision 20%; Strategy- 40%; Board Development 20%). These percentages could be reviewed in a year's time for relevance and accuracy.

Work Products- A BoT subgroup was formed to establish priority tasks/ work products to accomplish this year. Members include Tim, Lyn, Melissa, and Gwen. The subgroup will organize Open Questions created at the Board retreat into themes. Tasks will be revealed and prioritized in this process. The subgroup will make recommendations to the Board at the August meeting.

Closing words were read by Michael Thoryn, a Call to Worship by Rebecca Parker with the appropriate theme "What will you do with your gifts?"

Adjournment at 9:30 PM

Dates to Remember:

August 1	Rev. Greg Stewart begins his ministry with us
August 19	Board of Trustees Meeting (Closing words- Ariel)
September 16	Board of Trustees Meeting (Closing words- Tim)
October 12	BoT Pancake Dinner (Lyn, Paul and ____ to coordinate)
October 21	Board of Trustees Meeting (Closing words- Lyn)

Minutes submitted by Kate Simon, Assistant Secretary