

**First Unitarian Church
Board of Directors Meeting
February 16, 2016
7:00 – 8:30 PM**

Members: Larry Alei, Ken Callahan, Donna Collins, Alisa Cooper De Uribe, Rick Held, Dimitri Kapelianis, Martha Ketelle, Chris Mayo, Gwen Sawyer, Meghan McHenry Shattuck, Linda Suydam

Ex-Officio Member: Christine Robinson

Guests: James Galasinski, Angela Herrera

Absent:

| Time | Topic | Expected Outcome(s) | Presenter |
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| 7:00 | Fun (Donna Wins!) | Fun (allegedly) | Larry |
| 7:02 | Chalice Lighting | Get Centered & Focused | Gwen |
| 7:05 (Admin Items) | BOD meeting minutes from Jan. 2015 | Finalize | Meghan |
| <p>Minutes: Updated Alisa's name spelling Updated pledge collection rate wording in 2b</p> <p>Motion to approve minutes as amended: Gwen Second: Linda Motion passes</p> | | | |
| | Treasurer's Report | Clarify / Understand | Linda |
| <p>Minutes: Total income for January was \$135,277.34 which was \$8,055.03 over budget. Pledge income of \$63,516 was over budget by \$5,788 for the month. Prepaid pledges for the year were \$56,699. Non pledge gifts were \$4,116 which was \$551 under budget. Rental income for the month was \$3,196 which was over budget by \$1591.</p> <p>Total expenses for January were \$68,509.62 which is under budget by \$12,786.20. Almost all operating expenses came in under budget. Utilities were under budget for the month by \$1508.77. Mortgage commitments were \$3004</p> | | | |

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| <p>which was \$50 under budget. Denominational commitments of \$2150 were not paid this month due to not being billed. Staff related expenses were also under budget by \$4,786.</p> <p>Finance committee is short 2 members - Help Needed</p> | | | |
| | Executive Staff Report | Clarify / Understand | Christine |
| <p>Minutes: New furnace and Air Conditioner on roof.</p> | | | |
| | Program Staff Report | Clarify / Understand | Christine |
| <p>Minutes:</p> | | | |
| | President's Report | Clarify / Understand | Larry |
| <p>Minutes: Going to address committee openings later in agenda</p> | | | |
| | Vote on VP and Secretary | Formalize Roles | Larry |
| <p>Minutes: Motion to appoint Meghan Shattuck as secretary: Martha Second: Gwen Motion Carries Motion to appoint Gwen Sawyer as VP: Linda Second: Rick Motion Carries</p> | | | |
| 7:20 | Reflect & Capture +/- from Retreat | Capture learnings & gaps | Larry |
| <p>Minutes:</p> | | | |
| 7:35 | Our 2016 Goals & review cycle | Ratify goals, owners, and update process | Larry |
| <p>Minutes: (see separate document)</p> | | | |
| 8:00 | Volunteer Assignment Gaps | ID candidates or process to | Larry |

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| <p>Minutes:</p> <p>Will need a new treasurer next year. On the radar but not an immediate need.</p> <p>4 committees of the congregation (Board + Endowment, Financial review, Leadership succession) AR: Larry to prompt each team</p> <p>Board Change to Standing Committee</p> <p>Endowment Financial Review Leadership 2016 chair needed for leadership succession Larry to setup meeting to find chair</p> <p>Radical generosity Need coverage for 2H 16 Wants two more members - follow up with Angela if you have ideas</p> <p>Personnel Judy Bentley planning for 2016 to be her last year</p> <p>Finance Committee Have one lead from a new member Doug Loescher is currently only one on team planning to be on team next year</p> <p>Motion to appoint Sherri Blavnick to Finance Committee Motion: Gwen Second: Meghan Motion Carries</p> <p>Gwen to reach out to another prospective committee member (Raymond Wolfgang)</p> <p>Healthy Community Need a new chair. AR: Larry to Ask Steve to advise</p> <p>Buildings and grounds: Jake planning to self-report This committee is a board committee because it is involving a lot of staff time AR: Larry speak with Jake on agenda time</p> <p>Membership/Re Council/Social Justice are all</p> | | <p>find them, & next steps</p> | |
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| programming and under Christine/Angela oversight Policy governance Change liason to Gwen Minister transition Chris volunteers Social Bonds TF Donna to lead | | | |
| 8:20 | Recognitions | Sign cards and brainstorm new ones | All |
| Minutes: | | | |
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Open Items:

Policy governance in March Meeting

Important Dates

- April 10, 2016 7:00pm Ordination of James Galasinski (Sanctuary)
- April 15-16, 2016 – MDD Meeting hosted by First Unitarian (Sanctuary)