

**First Unitarian Church
Board of Directors Meeting
September 20, 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 Shattuck, Linda Suydam, Christine Robinson (Ex-Officio Member)

Guests: Geri Knoebel (policy TF), Paul Browne (budget item), Linda Skye & Beth Elliott (membership committee), Angela Herrera; Dan Lillie

Absent:

Time	Topic	Expected Outcome(s)	Presenter
7:00	Fun	Levity	Linda Suydam
7:10	Chalice Lighting	Get Centered & Focused	Alisa Cooper De Uribe
7:15 (Admin Items)	BOD meeting minutes from August 2016	Finalize	Meghan Shattuck
Minutes: No corrections			
(Admin Items)	Treasurer's Report	Clarify / Understand	Linda Suydam
Minutes: Total income for August was \$64,220.58 which was \$2,941.30 over budget. (pledge and non-pledge both over expected) Total expenses for August were \$74,946.20 which was under budget by \$1,155.88.			
(Admin Items)	Executive Staff Report	Clarify / Understand	Christine Robinson
Minutes:			
(Admin Items)	Program Staff Report	Clarify / Understand	Christine Robinson (for Angela Herrera)
Minutes: We are running low on space continually. Library rehabilitation underway but could use some support from interested folks.			
(Admin Items)	President's Report	Clarify / Understand	Larry Alei
Minutes: Martha moves to approve administrative items Rick second Motion Passes			
7:35	Budget request	Understand and Ratify if appropriate	Paul Browne
Minutes: Paul proposes for board to authorize up to \$2500 to improve La Amikoj and Wesson from capital budget. Work is done and can be charged to operating budget but would prefer to use capital budget. It was a low-cost improvement to the space. It is a capital improvement, so would make most sense to attribute to capital. Linda moves approval of \$2500 for La Amikoj improvement project Gwen Seconds Motion Passes			

7:40	Membership Team update	Understand the team status and plans; provide any direction or help needed	Linda Skye, Beth Elliott
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Minutes:

Beth Covered New Programs

1. First U Family Program (OneBody social network platform) ties into power church, and allows for online connection, and more continuous communication. Request from Beth for BOD to create profiles to test it out. More info to come on implementation
2. Faith Forward – series of classes to support people through different stages membership, from visitor to member in a leadership role
3. Expanding welcoming conversations – getting ready to do annual training and expand program. Plan to build more social bonds within already existing members. Will be opportunity to have 1:1 conversations with other members of the community. Next welcoming conversation event is this Monday the 26th.
4. New member welcoming procedures – exploring new ways to make connections to visitors.

Membership Status update

Working through new direction from the board last year, doing more data analysis of existing members, continuing current programs, membership committee is fully staffed, team working to determine what tasks would be better done by volunteers.

7:50	Policy TF Revisions	Finalize and ratify proposed policy changes	Geri Knoebel, Gwen Sawyer
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Minutes:

Policy revs; all of chapter 6 but section 6.4 are to be reviewed tonight. (Plan for 6.04 for next month) Healthy community team and policy governance task force have worked together on this chapter.

6.01 - When we say “executive team will review” – who is executive team? Angela/Christine/Paul are executive staff.

6.02 – on electronic communication section, question around scope, but clarified.

6.03 – sex offender policy – learned a great deal about the sex offender registry, sometimes includes minor infractions, and this requires a case-by-case approach, with a delineation between sexual crimes against adults or against children. How is this discovered? A person on parole is required to let church leaders know, but if not on parole not required to inform church leaders.

6.04 – postpone until next month

6.05 – professional misconduct policy – what about staff volunteers? (small group of volunteers who would need to be paid if replaced) This doesn’t cover all the staff, primarily ministers. Staff policy covers those who aren’t covered by this policy.

6.06 – Privacy policy – note to ensure on point 7, that the directory needs a note about not using for commercial purposes.

Edit: Also change phrase to “Official membership directory is password protected”

6.07 – Healthy Community Committee –

Edit: section 4.b change “friends” to “participants” will read “members and participants.”

Meghan moves to approve with 2 proposed edits, and postponing section 6.04

Gwen seconds

Motion passes

Note: Some new bylaw proposals will be coming from this task force

8:00	Radical Generosity team update	Understand progress; provide any direction or help needed	Dimitri Kapelianis / Michael McDonald
<p>Minutes:</p> <p>Kickoff Sunday was last weekend. Turnout on that weekend was modest. So far have 54 pledges for 2017 \$1535 average is what we need if we get 507 pledges For folks who have pledged this year, they have increased their pledges by an average of 6.2%, driven by lead amount. Believe we are on track thus far.</p> <p>Lead donor brunch was a little less attended than lead donor dinner.</p> <p>Small dinner model is not a good fit for RE families, will consider going to RE picnic, or elsewhere.</p> <p>Any key upcoming dates? 3-4 Leadership moments scheduled Follow-Up Phone Calls - October 25th</p>			
8:10	Executive Session	strategic discussion	Martha Ketelle
Minutes:			
8:25	Recognitions	Sign cards and determine future board recognition items	All
Minutes:			

Important Dates

- October 25th – Follow-Up Phone Calls
- November 15th – November Board Meeting (Secretary coverage needed)
- December 13th – December Board Meeting (Secretary coverage needed)
- January 29th – Annual Congregation Meeting
- February 3-5 2017 – Board Retreat