

First Unitarian Church Board of Directors Meeting, March 17, 2015

Meeting Minutes

Board Members Present: Alei, Ketelle, Sawyer, Herrera, Kapelianis, Phillips, Mayo, Held, Collins

Other Attendees: Galasinski

Absent: Callahan, Flynn, Robinson, Suydam

1. Administrative agenda

- a. Review/Approve Board meeting minutes from January 17, 2015.
 - i. A few edits were agreed upon. **Action: Larry** to edit and provide the revised February minutes to Martha.
 - ii. The minutes are approved, with the above amendments
- b. Treasurer's Report
 - i. The new format is very helpful – the board appreciates the direction we're going on format. Both the new charts, and the commentary are easier to understand.
 - ii. For the future, a bulleted list of commentary would be preferred (easier to follow) than a paragraph of text.
 - iii. **Action: Martha** will meet with Linda, Paul, Janice and Alan to continue to discuss the church's financial reporting, and come up with other improvement ideas.
- c. Core Staff Reports
 - i. James gave some verbal additions to his report, regarding his work to bring our high school youth program into alignment with denominational "best practices" and a shift it in leaders' thinking to a more intentional ministry to youth. This includes additional advisor training for adult volunteers. The group expressed support for this effort.
 - ii. W.r.t. the financial audit, the new financial review committee is working up a response with next steps to implement the recommendations. The property committee is also looking to help with the inventory tracking piece (for both oversight and perhaps helping with some of the improvement projects).
- d. President's Report
 - i. We plan to do a verbal announcement of the good social justice fundraising result (the auction event was able to beat the \$10k goal).
 - ii. Motion to approve admin reports: Philips. Second: Mayo. Approved.

2. Discussion Topics

- a. Music Future Proposal Review
 - i. The group discussed the benefits and risks of pursuing a full-time music director, using several 5-year budget projections with various assumptions.
 - ii. Motion (Phillips): The Board authorizes Angela Herrera and the Music Futures Task force to conduct a targeted campaign for \$190,000 of pledges from friends and members of First Unitarian Church to create an Angel Fund for hiring a full time music director. Pledge money will not be collected and a new music director will not be recruited until the Board reviews the campaign results and votes to give final approval for fund establishment. Second: Sawyer. The motion passes, with one abstention (Kapelianis).
 1. Note: per our governance model, it is not within the board's jurisdiction to approve the staffing model or hiring process; the Board however does need to approve fundraising activity as a part of its fiduciary responsibilities.

- b. Report from Strategic Direction Task Group
 - i. This was postponed due to lack of time. Larry handed out the materials, and the agreement is for all to read this offline, and discuss in the next board meeting.
 - ii. **Action: Larry** will send electronic copy to all Board members prior to the next meeting.
 - iii. Process discussion: 90 minutes is feeling too tight. Agreement to put timeframes on each agenda item, and have a timekeeper function.

3. Action Items

- a. Charge to Membership Committee
 - i. There are significant inputs to the charge as it's currently phrased, and we need more time for discussion (on observed gaps and concerns). **Action: Rick** will work up a proposal, send as pre-reading email, and we will discuss/approve at next month's board meeting. The agreement here is we need to be clear with the committee on our goals and how we can support them well.
- b. Proposed charge to the Year Round Stewardship Comm.
 - i. This document was attached in the meeting materials for review (it was already approved in the January board meeting, and no action is required)
- c. Fun Activity – Dimitri (time permitting)
 - i. This was postponed, due to lack of time. **Action: Dimitri** please prep for a fun activity in our next meeting.

Important Dates

Feb. 1 – May 31, 2015 - Christine on Sabbatical

EOR