

**First Unitarian Church
Board of Directors Meeting
August 15, 2017, 6:00 – 7:00 PM**

Members: Larry Alei, Sergio Cianci, Heather Clark, Alisa Cooper De Uribe, Dimitri Kapelianis, Marilyn O'Boyle, Gwen Sawyer, Meghan Shattuck, Linda Skye, Donna Collins, Christine Robinson (Ex-Officio)
Guests: Dan Lillie. Absent: Dumas Slade

Time	Topic	Expected Outcome(s)	Presenter
6:00	Check-In	Unload distractions	All
6:05	Chalice Lighting	Get Centered & Focused	Alisa Cooper De Uribe
(Admin)	BOD meeting minutes from July 2017	Approve	Meghan Shattuck
Minutes: No changes			
(Admin)	Treasurer's Report	Clarify / Understand	Linda Skye
Minutes: No questions			
(Admin)	Core Staff Report	Clarify / Understand	Christine Robinson
Minutes: -Partial internal audit is a routine process, and this year it was moved to August to allow for transition of the book keeper -Endowment committee funding was donated for the specific purpose to pay for a consultant to help the Endowment team create and implement a new fundraising strategy and supporting materials, etc.			
AR: Gwen to get names from Paul for board recognitions – Gwen will write these for the folks who made the office renovation happen.			
(Admin)	President's Report & Important Dates	Clarify / Understand	Larry Alei
Minutes: Gwen moves that administrative reports are accepted Marilyn seconds Motion passes			
6:20	Finalizing 2018 budgeting targets, priorities, and associated messaging for the upcoming fundraising campaign	(1) Review the priorities, associated budget numbers, and agree on spending & fundraising goals (2) Align on key talking points for the campaign (3) Clarify any help needed by board members for the campaign process	Paul Browne, Dimitri Kapelianis, Christine Robinson (for Angela Herrera)
Minutes: Budget Proposed Pledging target remains at 8.3% increase Operating fund increase is 7% of budget Capital fund share is 1.3% Payroll adjustment is increased by \$35,633 Large church consulting fund (\$2000) went away when the UUA had multiple resignations. Paul will remove this line item from the next iteration of the numbers Scenarios and Initiatives are not included in current budget proposal Initiatives discussion			

-camp cost support
 -website improvements
 -seed money for community bonding
 -expanded impact on payroll if we adjust Sunday service times, to reduce the parking spike/constraint between services, it will cost us another ½ hour of staff pay.

Meghan moves to increase the budget by 0.5% to 8.8% (increase of 0.5% to include fund the RE budget request for \$5000 to fund kids camp support)

Alisa seconds

Motion passes

(camp cost support of \$5,000 is now in the baseline number set for 2018 fundraising efforts)

AR: Paul remove large church consulting fund line item from the next iteration of the budget numbers

6:40	Update on the events calendar for Christine's "path to retirement"	Clarify remaining events and any help needed from board members	Donna Collins
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Minutes:

-Dinner sales at 127 people, need to get to 250 to break even financially, and with only one week of sales left, we may not hit 250.

-Plan to publicize on upcoming Sunday via pulpit editorial

-Help needed from board: please buy tickets and all hands needed to clean up after

6:45	Policy Governance Task Force proposed policy reorganization	Finalize any inputs and approve the proposed policy revisions	Gwen Sawyer
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Minutes:

Brochure handout on policy governance doesn't include all board's roles. But this trifold is specifically about governance, so it's not designed to explain the board's entire set of responsibilities.

Gwen moves that board approve the 3 policy re-organization recommendations proposed by the task force, and asks board members to send her any recommendations for the brochure

Donna seconds

Motion Passes

6:50	Recognitions	Sign & identify new thank-you card opportunities	All
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Minutes:

Open Items:

AR: Larry send note to office to include coffee with the board in OOS

AR: Larry to setup signups, to have a Board table with reps in the courtyard at the Sept.10th and 17th Connection Sundays

AR: Dimitri and Meghan to do coffee with board on Sept 3rd

Important Dates

- August 20: Christine's last sermon (both services)
- August 26th: Congregational dinner & short program for Christine (~5-8pm)
- August 27th: Release of Call ceremony and reception for Christine (both services)
- November 4th: Installation ceremony for Angela Herrera as Senior Minister
- December 12th: New (revised) date for December First UU BOD meeting