

**First Unitarian Church
Board of Directors Meeting
January 16, 2018, 6:00 – 7:30 PM**

Members: Larry Alei, Heather Clark, Donna Collins, Alisa Cooper De Uribe, Dimitri Kapelianis, Meghan Shattuck, Linda Skye, Angela Herrera (Ex-Officio).

Guests: Judy Bentley, Mara Hoffman, Nancy Cushman, James Gilson Absent: Dumas Slade, Gwen Sawyer, Marilyn O'Boyle

Time	Topic	Expected Outcome(s)	Presenter
6:00	Check-In	Unload distractions	All
6:05	Chalice Lighting	Get Centered & Focused	Larry Alei
(Admin)	Treasurer's Report	Clarify / Understand	Linda Skye
<p>Minutes: There was a slight increase from last time we discussed the budget, due to higher than expected pledge payments. End of year report is still pending due to timing of accountant changeover.</p>			
(Admin)	Exec Staff & Program Staff Reports	Clarify / Understand	Angela Herrera, Dan Lillie
<p>Minutes: Does fiber optic connection actual number differ from estimates at all? Haven't heard back yet.</p>			
(Admin)	President's Report	Clarify / Understand	Larry Alei
<p>Minutes:</p>			
(Admin)	Approve minutes		
<p>Minutes: Heather moves to approve administrative items including special BOD meeting minutes from 1/9 Alisa seconds Motion passes</p>			
6:20	Denominational Affairs Committee Update	Discuss team process & plans, get feedback & any help needed	Judy Bentley & Mara Hoffman
<p>Minutes: Discussion: MDD/PWR We have decided to stay as districts but try to add connections between churches We did not have a denominational affairs team, and have realized there is a need in our church to get the word out Plan to get a new banner Our 501c(3) status is due to the fact that we are part of the UUA GA and specifically Plenary meetings are a great opportunity to hear from different regions. Currently have 9 people There is a regional (Pacific Western) conference April 27-29 in Portland OR (Early-bird registration in January - includes meals) Young adults are planning to fundraise and hopefully send 8 young adults to GA There are also several webinars available. We could also participate in webinars as givers as well as receivers</p>			
6:30	Landscape Committee Update	Discuss team process & plans, get	Nancy

		feedback & any help needed	Cushman
<p>Minutes: Discussion: Cutting back branches in habitat both to revive small plants and also to alleviate folks coming in and using the space as shelter and charging cell phones Help needed getting folks to volunteer for cleanup days, and folks to volunteer to be on the committee Considering offering classes with volunteer time built in Would like to rehabilitate the swale with rocks since grass did not take. Would also like to add zones to control box, especially for water-needy ponderosas - \$1424 Also discussed contracting cleanup 1-2x per year (but that would run ~ 6k.) Please work with Paul Browne to determine where funds are allocated from. Beth is also a good resource to determine who might be interested</p>			
6:40	Healthy Community Team Update	Discuss team process & plans, get feedback & any help needed	Heather Clark
<p>Minutes: Proactive confidential committee that thinks of health of church community In-scope: disagreements between church members, committees, groups, conflict with senior minister Try to be proactive to head things off before they become problems Out-of-Scope: relationships between church and external community, and staff issues In meetings, check in on what everyone is seeing, hearing, and then offer service. Have two therapists who donate their services to help mediate things. Much of the recent work has been around minister transition, knowing folks have different processes and timings. Questions: does congregation at large know about HCT? Maybe consider putting something in the new member packet. Possibly put into May 6 service about safe space. Committees may want to know about the HCT existence in general. Help Needed: If board sees anything needing attention from HCT, notify Heather or Angela</p>			
6:50	Annual Meeting agenda	Share flow & owners, verify BOD participation	Larry Alei
<p>Minutes: Plan to be there at 13:00 Who volunteered for which role? (Not previously captured in minutes)</p>			
7:00	How to recognize outgoing leaders	Agree on guidelines / process	Angela Herrera
<p>Minutes: Flowers and recognitions. AR: Larry to talk with Michelle on LSC to determine outgoing leaders - committees of the congregation</p>			
7:10	Discussion Items	(1) Retreat plans (2) LSC roster for 2018; ideas to fill gap?	Gwen Sawyer
<p>Minutes: Angela Merkert is going to lead a core portion of the retreat.</p>			

Table rest of retreat discussion to email since Gwen is out sick

Endowment committee member - just had a person sign up.

7:25	Board Recognitions	Sign & identify new thank-you card opportunities	All
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Minutes:

Linda, Alisa, Donna to write recognitions for next time

Recognition of our outgoing board members Dimitri and Larry

Important Dates

- **January 28, 2018:** First Unitarian Annual Meeting, 2:00pm
- **February 2, 2018 (evening):** 2018 First UU BOD retreat / dinner
- **February 3, 2018 (morning & afternoon):** 2018 First UU BOD retreat / worksession