First Unitarian Board Meeting

February 18th, 2023 @ 10am - 12pm

Location: Social Hall

AGENDA & MINUTES

Board Members: Dámaris Donado, Aroop Mangalik, Bill Slakey, Maya Stephenson, Carla Williams, Chris Mayo, EmmaLia Mariner, Sally New, The Rev. Angela Herrera (ex-officio member)
Guests: Rev. Bob LaVallee, Kristin Famula (Intern Minister)
Absent: Joyce Etheridge

1. CHALICE LIGHTING

- Volunteer for chalice reading.(Chris Mayo)
- Volunteer to light the chalice. (Maya Stephenson))

by Jennifer Gracen

We light this chalice, symbol of our purpose to bring more love
and justice into the world. We light this chalice, knowing our congregation as a church dispersed across communities, not bound by walls but connected
through the web of life.

2. **Discussion of Confidentiality Form**
    a. Written agreement: the form distributed during the meeting.
        i. Discussion:
            1. Do not share confidential information with partners or anyone else. If you need to process, another board member would be appropriate.
            2. Being discreet;
            3. Not sharing stories that aren't ours to share
            4. Keep information confidential
        ii. All 8 board members signed their agreements. The agreements will be scanned and uploaded to the UUABQ 2023 shared drive.
3. **Approving the Minutes**
    a. 01/17/23 Meeting Minutes
        i. Motion to Approve 01/17/23 Minutes: Carla Williams
        ii. Second: Bill Slakey

iii. All in favor: Unanimous

b. Annual Meeting Minutes

i. Motion to Approve Annual Meeting Minutes: EmmaLia Mariner

ii. Second: Sally New

iii. All in favor: Unanimous

4. **Executive Staff & Staff Reports**: Questions/Feedback:

i. Discussion of Campus Maintenance: Rev. Bob shared information from the report.

a. Miguel submitted quotes that are noted in the executive staff report. For the swamp coolers,there's a quote for $10K and is soliciting more.

b. The roof of the RE building is leaking. Miguel has a quote for $290K and is soliciting more.

ii. Potential Solutions Explored

i. Endowment would probably not be a viable option. Congregants would likely be reluctant to take from future funds that sustain the church.

ii. Capital campaign: short-term construction loan. This may be the better solution and has had success in our congregation in the past..

iii. Mortgage: longer term solution.

iii. Decision: Special Congregational Meeting for Campus Maintenance Issues

i. Motion to Approve a Special Congregational Meeting : Carla Williams

ii. Second: Sally New

iii. All in Favor: Unanimous

iv. Date Scheduled: Tuesday, March 28th @ 6pm

1. Meeting with Staff prior to Agenda Announcement
   a. Meeting with Buildings and Grounds, Bryan Hackett, and Miguel Perez (Facilities Manager) prior to creating an agenda.
2. Need to **send agenda announcement 14 days prior on March 11.**

5. **2023 Budget Report**

a. Monthly budget report

i. Bank requires yearly Compilation budget, should director of finance complete? Potential savings of $2,200.

1. Yes, Bryan Hackett will be creating a compilation budget per bank's approval.

ii. Due to Joyce's absence, Bob reviewed the budget with board per his discussions with Bryan Hackett, Director of Finances. Beyond the previous discussion related to the campus maintenance issues, there were no other questions about the budget at this time.

6. **Vote on Vice President**: Bill Slakey
   a. Motion to approve Bill Slakey as VP: Chris Mayo
   b. Second: Maya Stephenson
   c. All in favor: Unanimous
7. **Board Committees**
   a. Assignments
      i. Radical Generosity
         1. Chris Mayo
         2. Bill Slakey
      ii. Healthy Community
         1. Carla Williams
         2. EmmaLia Mariner
      iii. Buildings and GroundsJoyce
         1. Sally New
      iv. Finance
         1. Joyce Etheridge
      v. Membership
         1. Dámaris Donado
      vi. Personnel
         1. Maya Stephenson

   b. Standing Committee Updates
      i. Board members decided to continue this practice.
         1. Prior to the board meetings, the chair will send a spreadsheet requesting updates from board members who attend committees (as listed above).
         2. Board members will review prior to the board meeting and bring any questions/follow-up, if needed.

   c. Discussion regarding Chairs & Members:
      i. Need to figure out term appointments with potential no limits

ii. Will table a decision for this one.

1. Will have a closer look at the bylaw change and implications of term appointment with no limits on how welcoming this informal structure is for bringing in new members.

8. **Secretary for the Board:** Gets to ask a lot of questions for clarification!
   a. Description in the Bylaws.
      i. Make sure official church documents are available.
      ii. Take minutes during the board meetings.
      iii. Submit the minutes to board for approval prior to the next meeting.
      iv. After board approval, submit the minutes to Laira to add to the church's website.
   b. Motion to approve
      i. Motion to Approve EmmaLia as Secretary: Chris Mayo
      ii. Second Motion: Bill Slakey
      iii. All in favor: Unanimous

9. **Policy Task Force:**
   a. Members are Mikaela Renz-Whitmore, Joyce Etheridge, Amy Sun, RuthAnn Cooper, and Geri Knoebel (chair).
      1. Motion to Approve: To continue Policy Task Force: Aroop Mangalik
      2. Second: Carla Williams
      3. All in favor: Unanimous

10. **Change Team**
    a. Draft a charge with a subgroup to submit to the board for review and approval. The following members volunteered. The president will send an invitation via email to work on it.
       i. Angela Herrera
       ii. Carla Williams
       iii. Kristin Famula
       iv. Damaris Donado
       v. Maya Stephenson

11. **Healthy Community Committee**
    a. Vote on Arne Gullerud as a new member
       i. Motion to Approve Arne Gullerud: Carla William
       ii. Second: EmmaLia Mariner

iii. All in favor: Unanimous

12. Coffee with the Board

a. Monthly? In-person? Zoom?

i. SignUp Genius: President will send a signup via email.

13. Recognitions?

a. Steve Toledo helped the EM branch get reliable internet installed.

i. EmmaLia will send a Thank You to Steve Toledo

b. Michael McDonald for his volunteer work as moderator of the annual meeting.

i. Damaris Donado will send a Thank You to Michael McDonald

14. Extinguishing Chalice Words

Volunteer to read the words: Carla Williams

We extinguish the chalice here that it might glow gently in our hearts.May it light your path as you leave this place. May it guide your way until we are together again. *By Martha Munson*

Addendum: Final budget deficit for 2022 is $17,500. Will add this information to the next board meeting's agenda for comment and/or review.