

Eliot Chapel Board of Trustees Meeting Notes APPROVED
February 12, 2019 7:00pm

Board members: Karen Fuchs (2019), Trina Priese (2019), Todd Stark (2019), Brian Krippner (2020), Ken Denson (2021), Jon Spiesman (2021), Cathy Converse (2021), David Cox (2020)

7:00. Gather 7:04 PM (5 min)

- Chalice lighting & Opening Reading Trina

7:05 Check-ins (15 min)

7:20 Visitor Comments (2 minutes per visitor) (5 min) Gary Gray:

7:25 Meeting Preparation (5 min)

- Finalize agenda
- Confirm meeting assignments:
 - timekeeper John
 - process and transparency observer Brian

7:30 Consent Agenda (5 min)

- Approval of new members:
- Approval of January 2019 Minutes

Monitoring Reports:

- 2.2.4 Investment Performance Review Ken/Jon
- 3.1 Unity of Voice Brian/Cathy
- 3.2 Lead Minister Accountability Trina/David

7:35 Old Business (20 min)

- Survey Results from November 2018 Board Potluck Cathy/Jon
(no further insights)
- Proxy Voting Task Force Todd/David
*Change Second section: 2nd line to be another 'Member' (not person or persons)
Vote by March to put this on the May meeting agenda. Per Gary, ck ou bylaws for date deadlines on amending bylaws (when change should be published) before voting on it in May. (publish change min of 2 weeks before vote)*
- Congregational Survey - *newly convened board will start to craft this in July to have it ready to go in the fall*
Brian - if Barbara isn't back, design survey for Ends only since we won't be surveying for Minister's performance.
- UUA Regional Assembly - Friday April 5 & Sat April 6 - back at Eliot
- Actions from prior meeting (See p. 2-3 of 1-8-19 Mtg minutes) **COMPLETED**

New Business

7:55 Lead Ministers Incidental Report (30 min) Barbara

Barbara / Update on 222 Camille contacted demo person and they are ready when we say go. We now pay \$5,000 in taxes a year, so Pete Ruger is now interacting with the County on this issue. They need information from Kirkwood so this is another aspect to deal with. Steven Bain is looking at the property line on the other side of 222 as the survey is incorrect. Brian reminded us that 222 and the east neighbor had a property dispute which was resolved, and has been taken into account. Brian will talk to Steven about where we are on the current survey. We have money set aside to pay taxes but Camille suggested that if we don't get a commitment of the \$34,000 needed to pay the mortgage a year we consider selling it. Brian - strategic plan first. The pitch was to buy property and tear down the house; need to keep this in mind. Not going forward isn't appealing to folks who gave generously. Pursuing more rental income helps but doesn't cover it all.

Barbara - for this newsletter, suggests article on "Questions We Need to Resolve" so all know what we're dealing with. Maybe a Supplemental campaign to pay down the \$90k mortgage on this building.

Barbara's Sabbatical: Exec team will continue indefinitely, Jan will schedule out the summer guest ministers. Requesting full sabbatical

VOTE (David moved) to extend Barbara's sabbatical to full 5 months earned.
PASSED

8:25 Treasurer's Report (15 min)

Ken

Former accountant passed away so don't have the Expense/Income financials for Dec.

((Todd: any changes made to Treasurer's report will be viewed the following month.))

Appendix A compliance review (Permanently restricted funds) Per Camille, there has never been a rollover of earnings done as stipulated on this fund until this year. Ken will work with Camille to finish this process and then do a review of the Minister's Discretionary Fund. Camille tracks Barbara's expenditures to be sure they pull from the appropriate source per the stipulations.

Ken will present a review of Appendix A with metrics and compliance determination in March

8:40 New Business (15 Min)

- Strategic Plan - Executive Summary (Barbara)
Take-aways: Have Cindy Lau come and help Board with spiritual practice.
Cathy asked if in the survey do we ask "are you satisfied with SJ opportunities and Spiritual Development. Can we tie this to the survey questions? Yes
4. ...grow pledge income by 25% and grow leadership and volunteer base by 25% and last line - consider revising the inclusion of the list of properties.
Brian - consider Steven Bain's request to include 'Universalist' to our name

8:55 Meeting Summary:

Assignments for March Meeting

- 3.3 Delegation to Lead Minister

Karen/Cathy

- 3.4 Monitoring Lead Minister Performance
 - Lead Minister Evaluation and Compensation Review
 - Lead Minister Discretionary Fund Review
 - 2.1 Governing Style
 - 2.2 Board Job Description
 - 2.3 Annual Agenda Planning
 - 2.4 Officer Roles and Responsibilities
 - 2.8 Complaint and Inquiries Regarding Board Policies
- Todd/Jon
Todd/Brian
Ken
Todd
Todd
Todd
Todd, Karen

ACTIONS:

4.10 Gifts and Planned Giving (pulled) Barbara

DAVID - draft pre-message to the Congregation on proxy voting proposed change.

TRINA - request Camille add Gary & Jeanne to Board folders for access

TRINA - send APPROVED meeting minutes monthly PDF's to Debby to post. *(per Ken, rename the Treasurer Folder inside the Board folder so I can drop in the monthly approved meeting minutes.*

KEN - present a review of Appendix A in March with metrics and compliance determination

DECISIONS:

Approved Barbara's 5 months of earned sabbatical

Transparency Report: (Brian) 2 comments: improve loading docs into Board folder and spent time talking about administrative techniques