

Minutes from September 10, 2019 – Eliot Chapel Board of Trustees

Present: Nancy, Jon, Ken, Brian, Steve, David, Barbara, Cathy, Paula

Chalice lighting and opening words: David

Check-in

No visitors

No changes to the agenda

Cathy updated us on the transparency observations. Nothing has changed since last month. Brian asked Rev. Barbara to speak with Debby about updating board website content (board members claim she had information for a month without action). Nancy noted she had difficulty reaching Debby using the contact information she provided.

#### Consent agenda

There was no list of new members this month. Brian reviewed items on the consent agenda. Jon asked if we are allowed to approve appointment of a board committee on the consent agenda. Brian took the board committee formation off of the consent agenda. Ken moved and Jon seconded a motion to approve a new board committee on principles.

Cathy asked why the last treasurer's report is from February. Asked if there was something holding it up. Ken said nothing is holding it up. He just hasn't taken action yet. He said he will cover it in the treasurer's report of the tonight's agenda.

#### Action items from prior meeting.

- David said he had posted the congregation meeting minutes to the folder for Debby to upload
- We all indicated we had reviewed the draft survey questions.
- We are missing information from Camille to provide detail on how the budget surplus is being applied.
- Ken will provide a full treasure's report for posting to the Eliot Chapel website
- Brian contacted UUA on minister issue.
- The board chair established a board committee on ministerial issues
- Brian asked for volunteers for the upcoming board retreat
- A review of 3.5 will be presented at the November meeting (proposed rewrite)
- We will discuss changes to 4.7.8 later in this meeting

Brian asked if we had any questions about the retreat. No one did.

No fish on Friday (requested Rev. Barbara)

## Treasurer's report

Reviewed end of church year report (noted it hasn't changed). This is the report that will be posted. Brian asked if there were any objections. None were stated. Ken said he would put this in the folder for Debby.

Ken reviewed with us the July 2019 report. Jon noted we reviewed it last month. Ken couldn't remember if he showed it or not. Paula noted she received a question on how a member can see how the church is doing financially (since the last thing posted is from February). Cathy recalls we agreed to put up monthly reports plus the year-end report. Barbara noted we should then explain why we will have a gap in monthly reports from Feb until June. Brian noted the accountant's annual review can then meet the need. Website content is a means issue controlled by the staff. Ken noted he is a cross-over person in this regard. Ken will forward for posting the current monthly report reviewed tonight. Jon said we had expected to see August in September. Ken noted we have yet another bookkeeper to actually put in the data for us here on our system. Ken said we'll have to see if we can keep to that.

## Board Education and Training

Watched a video on governance leadership from a Central East Region UUA conference. The video depicts a session led by Laura Park from Unity Church. The session is a mock board meeting comparing and contrasting two different governance styles. One is non-policy governance. Then the mock board discussed the same report under police governance rules. Brian noted the video showed the policy board using a different kind of agenda that focuses on other things. David asked if linkage portrayed in the video means the same thing we think it means here at Eliot. Paula indicated she was struggling with the concept. Linkage is "to whom is the board answerable". We think it is congregants. But really it is the mission we represent because it needs a voice at the table. Stakeholders and consumers are better ways to look at whom we represent. Community organizations we work with are also included in "stakeholders". Linkage needs to touch all these.

Brian referenced Laura Park's book which we'll get into at the retreat. There is a section on linkage. We'll do an exercise from the book. Barbara asked if the book has examples. She notes she learns better with examples and then construct meaning from that.

## Lead Minister Incidental report

Camille's addendum was recommended to us for detail on the building, etc. For example, the gas line work is done. It was a long time coming. Paying attention to the WiFi issue since it involves a \$10k expense. Belonging and giving service. Barbara would like to have people in different worship services giving service talk about its meaning to them, why they do it even if it isn't so exciting. Why give service and what does it do with your relationship to the church. Brian said he would do it. It would be a spot in the service—regularly. Cathy and David both

volunteered as well. The staff is working with executive team to find out why sustaining members didn't pledge. Some we found have left the church.

### EXECUTIVE SESSION AT 8:18

#### 8:38 left Executive Session

Policy 4.7.8. Ken suggested that the policy language requiring a qualified legal review be replaced the term "formal agreement". Cathy asked if we really need it and what it means. Ken said it is like a contract. Paula noted if it is for \$10K we should require something in writing. Brian noted it is a LM limitation. David said he was hesitant to further limit the lead minister's discretion on these matters. Paula said because it is a \$10K limit, we should have more controls over that. Steve suggested the words "written agreement". Ken noted a paper trail is helpful. Brian asked, if we change the proposal from "formal" to "written" would that resolve the board's concerns. Ken said he didn't think so. Motion is to modify 4.7.8. to read as indicated on the screen. Ken motioned, Nancy seconded. No further discussion. Motion passed.

Ken noted we need to update our "official" version of the policies to reflect this change, amended as of today.

Brian has no progress to report on the election of a Chair-elect.

#### Linkage issues

Survey. Barbara has a couple of points. About the 222 section. Add "expand worship space". Additional contributions were intended to be capital campaigns, not regular giving, like pledging. We do need to cover the mortgage by regular income, but improving the property would be a separate dedicated campaign. Jon noted we need to scale how willing people are to go up with their contributions. For example: "I would be able to go above what I give today by x." Brian noted we could ask if they are willing to give through estate planning. Barbara said she agreed to have 222 on the survey despite it being a means issue. Cathy noted we can delete the question, or change it to include additional options for funding. Another option is to ask just a yes/no question for rough guidance from the congregation. For example: "Would you be willing to support further development through supplemental contributions?" Cathy noted, if you aren't going to do something with the information, you should not ask the question in the survey. Barbara noted that it would work better to gather this information as a conversation. Maybe wait to ask these questions after we have had some conversations about it. Barbara noted we could keep the slide bar that is question 28. Paula noted it would be hard to answer that question (slide bar) without the context of what the property would be used as. Brian noted the need for more discussion means it is not ripe for the survey at this time. Ken noted we could have problem solving discussions to get a better pulse on this issue. Brian noted we have time between now and the retreat to give feedback. Brian also noted that the

combination of giving a name (voluntarily) during the survey will allow people to see how much they pledge, etc.

Brian asked everyone to give feedback to the survey committee by next week and that will give them time to give us a final date to bring a version for approval to the retreat. Nancy will prepare a non-tech version of the survey for the retreat just in case we don't have WiFi or cell phone service.

Ask Camille to add Rev Barbara to the "board" email list. She's a member of the board. (Brian)

Cathy asked for feedback on any aspect of the survey, including whether any question should be mandatory. Cathy proposed a survey release date for 15 October. Recommended we keep it open for two weeks. Close it out on Sunday to make one last push for it. Nov 3<sup>rd</sup>.

Barbara noted the ends questions should be mandatory.

### Linkage Event

Family Feud game

Steve said we may have sound effects, etc.

Looking at dates in February. (7<sup>th</sup> and 28<sup>th</sup>). Brian noted avoid Mid-America Region meeting isn't at the same time. Nancy said it was in April last year.

David noted we will conduct man on the street surveys for "survey says" questions.

Not prepared to discuss the "end" of the month.

No carry overs for next month

### Coming up

2.8 Complaints and Inquiries regarding board policies (David, Nancy)

4.6 is now quarterly

4.8 use of restricted funds

Opening is Cathy

Nancy is timekeeper

Process observer is Paula

Short month for financial oversight

Linkage (live survey)

End next month, nurturing leadership and service in al.