

Eliot Unitarian Chapel Board of Trustees Meeting Minutes for Tuesday, March 10, 2020

In attendance (in person): Jordi, Nancy, Cathy, Brian, Ken, Paula, David

In attendance (via Zoom): Rev. Barbara, Steve

Meeting started at 7:22pm (it took us some time to overcome technical difficulties)

Nancy provided the reading

We all checked in

There were no visitors

Consent agenda was presented. Paula moved to adopt. Ken seconded. No objection—consent agenda adopted.

Old business

-Brian said he still needs to spend time dealing with Google Drive issues and will revisit.

-Board linkage event: We reviewed feedback reports from the breakfast. We discussed the event and reviewed the submitted report.

Treasurer's report (using new dashboard)

Paula and Jordi had questions about why there are rate differences over time between the aggregate and endowment figures on the report.

We reviewed the new dashboard and provided feedback to Rev Barbara and Ken. Jordi suggested we keep the dashboard as is until we get used to it. Rev. Barbara said she wasn't sure it was ripe to share with the entire congregation. Cathy said those familiar with financial statements would probably be fine with it. Rev. Barbara said others may be unduly alarmed. The Board seemed generally pleased with the new dashboard. Brian said we should be seeing the same thing as the congregation. Ken suggested we **fix the math**. Cathy suggested using the same terminology throughout (like prior year vs. last year).

Lead Minister Incidental Report

Rev. Barbara reviewed her report with the Board. Regarding the parole packet issue (immigration/social justice) Jordi asked for a clarification on how this effort is related to our being a sanctuary congregation. Rev. Barbara and Paula explained it is its own, separate effort and our interest stems in part from our sanctuary offering being less attractive to immigrants for a number of reasons.

Rev. Barbara noted that Rev. Helen is very concerned about the outbreak of corona in Washington state where she lives. She shared that they are both talking about the possibility of doing things remotely, each for their own reasons. Things may develop to the point all of Eliot's services being handled remotely. This is also affecting the budgeting process. A draft budget will be available in April.

Paula brought up more generalized corona virus concerns. She noted we need to have information to help our congregation not to panic.

The Board discussed Rev. Barbara's Covid-19 white paper. The Board suggested adding a no food or drink at any public gathering rule (recommendation just in from CDC—i.e., no coffee hour). Rev. Barbara said she is thinking of the services on March 22nd as a "piped in service". She said she is still planning on leading service this Sunday, but may reconsider.

Executive Session began at 8:54.

Executive Session ended at 9:45.

New business

David and Jordi to draft proxy voting rules

Defer annual meeting planning to a different meeting focused on that.

Corrections to February meeting minutes. **Change the word "employment" to "engagement"**. Jordi moved to adopt the corrected minutes, Nancy seconded. There was no discussion. The motion carried.

The Board reviewed the financial oversight recommendations. Jordi introduced the proposed changes to 4.6. It involved adding three subparagraphs. Brian raised an issue about timeliness and suggested we change the draft to reflect a more concrete timeline. Brian suggested 30 days after month's end.

Cathy moved and Ken seconded the adoption of the corrected, proposed changes to 4.6.

Brian noted Rev. Barbara will give us a new interpretation of the change.

The Board reviewed proposed changes to 2.4. **Cathy moved and Steve seconded approval of the amended proposed changes.** Without discussion, the motion carried.

Cathy noted a change to policy she proposed and was approved earlier this year and wondered if it was made official. 4.7.8?

Proclamation for Jim was read to be adopted by Board. After reading, Brian moved to adopt the proclamation. Jordi seconded. There was no discussion. The motion carried.

Steve reviewed the transparency report and said we were fine. He said he will fill out the formal report after the meeting.