

These minutes were approved during the June 2022 board meeting.

**Eliot Chapel Board of Trustees Meeting
May 2022**

Board members present: Paula Fulks (2022), Steve Harvey (2022), Claire Wyneken (2023), Toni Saunders (2023), Sara Fleming (2024), Kalen Ponche (2024), Steve Swift (2024), Chuck Schuder (2024), Rev Barbara Gadon

Not Present: (Rev Krista Taves on vacation)

Guests: Jennifer Stauber (by Zoom, for Interim minister portion). Karen Gender, Tim Gardener.

Gather: The board meeting was called to order and Toni offered the chalice lighting and an opening reading.
Board members and guests did check ins and welcomed guests.

Guests:

Tim Gardener spoke about the stained glass artwork found throughout the sanctuary and the church. Church members commissioned Harvey Salvin to do stained glass windows and the book drop in the RE wing. He suggests we find a way to honor and recognize this artwork at the beginning of the church year.

Karen Gender said she thinks that the Board should have more presence on the pulpit and be less concerned with the ends and policy. She said she feels like many of the personal gifts of board members are squandered with the policy governance model we currently use.

Meeting Preparation

- Finalize agenda
- Confirm meeting assignments:
 - Timekeeper - Chuck
 - Process & Transparency Observer - Kalen

6:50 Consent Agenda (5 min)

- Approve April 2022 Meeting minutes
- Ombudsbuddy report approved (*New!* Now here in the consent agenda.)
- Affirmation of New Eliot members (Bylaws, Article III, Part A): Mary Nistler, Amy Carre, Jacquelyn Landau
- Accept Policy Monitoring Reports: ([See Policy Compliance Record](#))
 - 2.7 Cost of Governance. [SteveS and Sara]
([See Policy Compliance Record](#))

The board moved item 3.5 policy non-compliance report to the June

meeting and voted to approve the remaining items on the consent agenda.

Interim Minister Selection EXECUTIVE SESSION (15min)

- The board moved into executive session to discuss the interim minister selection process.

Short topic: What counts as a “meeting?”

- Can we vote during board gatherings that are not official meetings? What should be our policy/method? ***The board decided to turn all the bonus meetings into official meetings in the interest of transparency.***
- The board discussed the need to publicize the bonus meetings to provide transparency and talked about the possibility of posting the information on the bulletin board.
- The next bonus meeting will 6:30 pm May 26 via zoom.

Financial updates and budget discussion

- The board received a new version of the proposed budget that includes increasing the amount of contribution from the congregation that is expected from a fall ask to \$60,000 from \$20,000.
- Rev. Barbara mentioned that in looking at the pledges our current number of members is about 338 members. The church received 227 pledges.
- Kalen said she would like to see the church get out of the scarcity mindset of constantly scrambling for money every year. The church should perhaps look at crafting a smaller budget down the road. She is voting no because this budget relies on pulling money out of the endowment and the Bergfried fund to be balanced.
- Claire said she will support the budget but not without heartburn at the deficit budget. She said she has faced similar issues in the past in her business and eventually they had to make cuts.
- Steve Swift said he cannot support the budget because it seems as though we are planning to use half of our endowment for operations for one year and then still have to find \$105,000 for the next year.
- Steve Harvey said he supports the budget because it is the best hope of having less of a deficit going forward and has confidence things will bounce back.

Chuck moved to approve the budget as presented, Sara seconded.

The board approved the budget on a vote of 5-2 with Kalen Ponche and Steve Swift voting against it.

7:35 Board Development and linkage (5 minutes) [steve]

- OnBoarding event June 18th – try to be there
- The budget meeting will be on zoom Wednesday May 9

7:45 Additional prep for Annual Meeting May 15th. Also, the annual budget meeting is May 11 at 7pm.

- *The board decided Kalen would purchase cookies and chips for the 80 people expected to attend the annual meeting. Chuck will purchase sub sandwiches, Toni will be in charge of drinks and Steve will get ice.*
- *Steve S, Sara and Toni will check names at the door. Steve S. will check compliance.*
- *Steve H. will reach out to Camille for members names.*
- *Steve H will ask Debby to make a QR code and print out 3-4 copies.*

8:00 Ad Hoc January Committee Recc (10 min) [Peter, Paula, Sara, Barbara]

- *This item was moved to the June 2022 meeting.*

8:10 Lead Minister's Incidental Report. - [Barbara] 15 min

Adam Kosberg's title has been changed from acting music director to music director. Barbara will lead her last service in May.

8:25 Meeting Summary, and looking ahead: (5 min)

Decisions/Actions Taken/Follow Up

- *The board approved the budget on a vote of 5-2.*
- *The board decided all meetings of the board would be considered "official" and minutes would be recorded.*
- *The board decided Kalen would purchase cookies and chips for the 80 people expected to attend the annual meeting. Chuck will purchase sub sandwiches, Toni will be in charge of drinks and Steve will get ice.*
- *Steve S, Sara and Toni will check names at the door. Steve S. will check compliance.*
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Process & Transparency Report -

Monitoring assignments for June 14, 2022 Meeting

- 2.9 Gifts [Sara/Kalen]
- 4.3 Compensation and Benefits [Barbara]
- 4.4 Temporarily and permanently restricted funds [Barbara]