

Eliot Chapel Board of Trustees Meeting
January 2022
Held on zoom

Meeting was called to order at 6:38

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

Guests: none

Steve Swift provided an opening reading.

Board members checked in with one another.

Meeting Preparation

- Finalize agenda
- Ombudsbuddy Report - SteveS
- Confirm meeting assignments:
 - Timekeeper - Toni
 - Process & Transparency Observer - Kalen

Consent Agenda (5 min)

- The board approved the consent agenda, which included approving the December 2021 Meeting minutes, accepting Policy Monitoring Reports 4.9 Board communication and support, and 3.1 Unity of Voice, and accepting the charge for the ad hoc committee

At 7:10 pm, the board moved into Executive Session. At 7:44pm the Board exited Executive Session.

The board discussed the Ad Hoc January Committee which will plan to finish its work by the end of March.

ACTION ITEM: Sara will reach out to set up a time to meet in January and will reach out to people if necessary. Paula will reach out to Peter.

7:50 The new ends (10 Minutes)

The board talked about how to publicize the new ends and the annual survey. One idea is to send just the executive summary and provide a link to the full report. Send a blast to other people. Put it in the newsletter - This Week at Eliot for 3 weeks in the future. Post the survey results on the website. **Chuck will coordinate putting it in TWAE and Kalen will get it posted on the website.**

Post an idea-forming session - what do we need is community. Anyone want to join a committee? Perhaps hold it on the last weekend in January. **Barbara will host an idea forming session with the community to talk about this end.**

7:45 Board Development and linkage (5 minutes)

- Joint event with Canvass: UU Palooza. (Might include staff appreciation).
- Leadership development event Feb 12th.
- Ongoing Board education.
- Winter retreat

Treasurer's Report [Sara]

- Sara reports there is not much we can do about the fact that people who have made continuing pledges have to renew their pledge each year on Realm and that it doesn't automatically roll over.

Lead Minister's Incidental Report

Barbara reported that the end of the year ask for contributions brought in \$13,000. According to the formula, between zoom and livestream about 148 people were in attendance in December, which is not bad. More stocks are coming in to be cashed. The church has not used the cash reserves it has banked and planned on using for the year. The big question is does the board want Camille to come to the meeting to give a forecast for the budget? It would be an opportunity to ask Camille directly about questions the board has about finances. **Barbara will reach out to Camille and invite her to the meeting in February.**

8:20 Meeting Summary, and looking ahead: (10 min)

Decisions/Actions Taken/Follow Up

- **Kalen will track down the correct approved annual meeting minutes and get them posted.**
- **Sara will reach out to members of the Ad Hoc January committee to find a time to meet on this issue. Paula will reach out to Peter to coordinate.**
- **Kalen and Chuck will work to publicize the results of the annual survey by posting it in the newsletter and on the Board web page.**
- **Barbara will host an idea session to talk about how we can form community and highlight this as one of our end statements.**
- **Barbara will reach out to Camille and invite her to join the Board meeting in February.**

Process & Transparency Report -

- We could have been a bit more prepared for this meeting.

Monitoring assignments for February 8, 2021 Meeting

- Ends Statements (Barbara)
- 2.2.4 Investment performance review (Sara, Chuck)
- 3.2 Lead Minister Accountability (Toni, Kalen)

- 4.10 Gifts and planned giving (Barbara)
- appendix A&B (Sara)

8:30 Adjourn

Reminder Dates

- January 11, 2022 -- January Board meeting
- February 12 2022 Possible leadership development event.
- February 19 2022 Winter retreat
- Circa March – Select next Chair-Elect (to be chair beginning 7/1/2023)
- April 9, 2022 – UU Palooza event (Board/Canvass event)
- May 15 2022 -- Congregational meeting.
- June 18, 2022 – Tentative day of onboarding event for incoming Board.
- July 2022 -- First meeting of new Board
- August 19-20 2022 -- Next year's Board retreat.