

## ELIOT CHAPEL BOARD OF TRUSTEES MEETING

Sep 15, 2020

MINUTES APPROVED BY BOARD ON 13OCT2020

### Decisions in bold

#### Action items highlighted

- Meeting called to order at 6:33pm
- Board members present: Brian Krippner (2021), Cathy Converse (2021) Ken Denson (2021), Jordi Prats (2021), Paula Fulks (2022), Steve Harvey (2022); Toni Saunders (2023); Claire Wyneken (2022); Barbara Gadon
- Opening prayer by Toni.
- Check-ins.
  
- OMBUDSPERSON'S REPORT - everything up to date except minutes. Last minutes posted are from May. **Get with Debbie about posting Jun, Jul and Aug minutes (Jordi).**
  
- APPOINTMENT OF NEW BOARD MEMBER - Takes the seat held by Nancy Rubin. Motion by Steve, seconded by Toni. **Unanimous approval of Claire Wyneken (2022).**
  
- **CONSENT AGENDA - APPROVED**
  - Approve August 11, 2020 Meeting Minutes
  - Accept Policy Monitoring Reports:
    - 2.6 Board Committee Principles {Brian / Steve}
    - 4.4 Emergency Lead Minister Succession (Barbara)
    - 4.7 Asset Protection (Barbara)
  
- BEGINNING WITH THE ENDS IN MIND
  - Linkage: Congregational Survey
    - Questions now final after email discussion in recent weeks. **Field to congregation Oct 13 to Nov 3 (Cathy).** Cathy has marketing plan in mind.
  - Preparing for Ends Reset (dubbed 'Project X'...better name needed) - Paula & Brian drafted charge for committee.
    - **Rewrite statement based on today's input (Paula & Brian).**
    - **Read white papers on development of 2016 Ends by next month (Board)**
      - <http://images.acswebnetworks.com/1/2388/MissionVisionWhitePaper2016.pdf>
      - <http://images.acswebnetworks.com/1/2388/EliotChapelEnds2016Whitepaperv2.pdf>
  - Monitoring and Records Simplification Proposal (Jordi/Steve)
    - Discussion about when is the right time to bring up questions about policy or interpretation language.

- Discussion about Board member's role in assessing the evaluation done by the monitor, and whether the document should facilitate that.
    - Notion that the document should instruct monitor to be specific about compliance/non-compliance on each section, and whether that conclusion should be supported.
    - **Proposal unchanged. Motion to adopt by Jordi, Steve seconded. Motion passed.**
    - **Proceduralize the approved proposal (Jordi & Steve) [HERE](#)**
  - **Financial Reporting - Resolution 2020-09-15 - Brian moved, Paula seconded. Motion passed.**
  - Board Development: IDI - Toni/Paula
    - **Board interested in pursuing the inventory and doing a workshop in the Spring (Toni)**
- **TREASURER'S REPORT AND BUDGET DISCUSSION**
  - Drop in year-over-year pledging units stems from suspending the canvass. Calls are going out to the 99 who pledged last year but did not this year. Approx. \$23k in donations from this group via auto-payment without a pledge commitment.
  - Jul: no budget shown but revenue for the month exceeds expenses slightly.
  - **Budget Workshop to be held Oct 1, 6:30pm.** Camille and Barbara to present to Board. Board to ask questions about whether it pursues our current Ends. Preliminary discussion about communication with Congregation.
  - **Schedule first meeting of Financial Reporting Committee (Brian)**
- **OLD BUSINESS**
  - Interpretation of 4.6.1(a) - Chair recommends referral to Financial Reporting Committee.
  - **2.4 Officers' Roles and Responsibilities deferred to next month (Brian and Paula)**
- **LEAD MINISTER'S INCIDENTAL REPORT**
  - Emerging interest in what to do with 222 lot.
- **NEW BUSINESS**
  - **Board approved move of Dec Board meeting from Dec 8 to Dec 15.**
  - **Determine way to communicate possible Zoom Board meeting attendance to Congregation (Brian and Steve)**
- **PROCESS & TRANSPARENCY OBSERVATION - Jordi - mostly satisfactory.**
- **MEETING ADJOURNED at 8:54 pm.**
- **ASSIGNMENTS FOR OCTOBER MEETING**
  - Policy Monitoring scheduled for Oct meeting
    - 2.8 Complaint and Inquiries Regarding Board Policies (Toni/Cathy)
    - 4.6 Financial Condition and Operation (Barbara)
- **UPCOMING DATES**
  - Oct 1 6:30pm Budget Workshop
  - Oct 13 6:30pm Board meeting

Respectfully submitted,  
Jordi Prats