

## ELIOT CHAPEL BOARD OF TRUSTEES MEETING

Oct 13, 2020

MINUTES APPROVED BY BOARD ON 10Nov2020

### Decisions in bold

#### Action items highlighted

- Meeting called to order at 6:33 pm
- 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
- Visitor comments from Camille Novak
- Opening reading from Brenda Euland by Cathy.
- Check-ins
  
- OMBUDSPERSON'S REPORT - everything is in order.
  
- **CONSENT AGENDA - APPROVED**
  - **Approved Sep 15, 2020 Meeting Minutes**
  - **Movd Jun 8 Board meeting to Jun 15**
  - **Accepted Policy Monitoring Reports:**
    - **2.8 Complaint and Inquiries Regarding Board Policies**
  
- BEGINNING WITH THE ENDS IN MIND
  - Linkage
    - Congregational Survey Rollout / Promotion - Cathy
      - Survey is out. Several reminders to go out. Nov 2 end date. Analysis in Dec.
      - OK for Board members to promote via Facebook but do not include link.
    - Preparing for Ends Reset (Project Renew)
      - **Adopted Charter of Project Renew**
      - **Get Steering Committee up and running (Brian)**
      - **Conduct a mini-workshop with Board and Steering Committee to kick this off (Brian)**
  - Monitoring
    - Monitoring and Records Simplification - Test Driving
      - **Add place for link to original policy as part of Monitoring Template (Jordi)**
    - **Financial Reporting Committee to schedule and hold its first meeting (Ken)**
    - Board Development
      - IDI - Quote is substantial, so **look at additional quote (Toni)**. Consider this for Board as a starting point and perhaps later for Congregation.

- TREASURER'S REPORT
- BUDGET DISCUSSION
  - Prepare a proposed revision of Board Policies, Appendix A, Permanently Restricted Funds, paragraph 2 about approvals to spend corpus in light of the Eliot Bylaws, Article X.I. (Brian)
  - **Adopted proposed 2020-21 budget**
- OLD BUSINESS
  - Interpretation of 4.6.1(a) - Chair recommends referral to Financial Reporting Committee (Ken)
  - **2.4 Officers' Roles and Responsibilities Monitoring Report adopted**
    - Move above Monitoring Report from Jul to Oct folder (Brian)
  - **2.4 Officers' Roles and Responsibilities Policy Interpretation Change adopted**
- LEAD MINISTER'S INCIDENTAL REPORT
  - Monthly newsletter is going away
- NEW BUSINESS
  - None
- PROCESS & TRANSPARENCY OBSERVATION - Paula.
- MEETING ADJOURNED at 9:43 pm.
- ASSIGNMENTS FOR NOV MEETING
  - Policy Monitoring scheduled for Nov meeting
    - 3.5 Policy Non-Compliance (Paula/Jordi)
- UPCOMING DATES
  - Nov 7 - Onboarding Event for New Board Members
  - Nov 10 - Board Meeting - 6:30PM - Via Zoom
  - Nov 12 - 7pm - Budget Town Hall Meeting for Congregation
  - Dec 15 - Board Meeting - 6:30PM - via Zoom
  - Jan 12, 2021 - Board Meeting 6:30PM - Via Zoom

Respectfully submitted,  
Jordi Prats