

ELIOT CHAPEL BOARD OF TRUSTEES MEETING

Dec 15, 2020

APPROVED at Jan 12, 2021 Board meeting

Decisions in bold

Action items highlighted

- Meeting called to order at 6:35 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
- Opening reading from Zaramela Codex - Jordi
- Check-ins
- No visitors

- OMBUDSPERSON'S REPORT - as of last week all is in order.

- **ADOPTED CONSENT AGENDA**
 - **Accept Nov 2020 Meeting Minutes**
 - **Accept Amendment of Permanently Restricted Funds Exhibit**
 - **Accept Policy Monitoring Reports**
 - **4.1 - Treatment of Congregants**
 - **4.9 - Board Communication and Support**

- BEGINNING WITH THE ENDS IN MIND
 - Recap Progress and Next Steps:
 - Linkage
 - Congregational Survey Results - Cathy/Jordi
 - **Feedback to Cathy/Jordi by Friday 12/18. (Board)**
 - **Publish survey results summary on Eliot site by 12/22. (Cathy)**
 - Preparing for Project Renew
 - Proposal from Unity
 - Use of Board's Traditional Winter Retreat - Possible space for training of session leaders or other activities related to Project Renew.
 - **Board consensus to proceed with some version of Unity proposal starting in Jan 2021. (Brian)**

 - Monitoring
 - Financial Reporting Committee - 1st Meeting (Ken/Brian/Cathy)
 - **Approved proposed changes to Policy 4.6.1 Metric**

- Annual Board training on the Church's finances - Determine whether to codify in policy. (Steve and Brian)
- TREASURER'S REPORT Ken
 - Financial Dashboard and Variance Report - July 1 - October 31, 2020
- OLD BUSINESS
 - **Approved Policy 4.2 Monitoring - Treatment of Staff Members**
 - Agreed that the Board should tighten monitoring metric in 4.2 (Brian)
 - Recap Budget Meeting - All
 - Steve - Recap Board Bits communication plan
- LEAD MINISTERS INCIDENTAL REPORT Rev. Barbara
- NEW BUSINESS
 - **Approved request by Rev Barbara for 2021 salary/housing split**
- PROCESS & TRANSPARENCY OBSERVATION - Claire
- MEETING ADJOURNED at 9:10 pm.
- REMINDER DATES
 - Jan 12, 2021 - Board Meeting 6:30PM - Via Zoom
 - Annual Accountant's Compilation
 - Nominations Open for Chair Elect 2021-22
 - Feb 9, 2021 - Board Meeting 6:30PM - Via Zoom
 - Chair Elect 2021-22 Election
 - Revised Budget Presentation/Vote to Approve
 - Mar 9, 2021 - Board Meeting 6:30PM - Via Zoom
- POLICY MONITORING SCHEDULED FOR JAN MEETING
 - 3.1 Unity of Voice (Toni/Cathy)
 - New Interpretation of 4.6 (Barbara)

Respectfully submitted,
Jordi Prats