

## Board of Trustees Meeting September 2021

**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), Barbara Gadon

**Not Present:**

**Guests:** none

### Decisions in bold

Action items highlighted

### Gather

Toni offered a prayer and did the chalice lighting for the group.

### Check-ins

The group checked in.

**Visitor Comments:** No visitors were present

#### Meeting Preparation

- Finalize agenda
- Ombudsbuddy Report - Steve S reported that everything is up to date.
- Confirm meeting assignments:
  - Timekeeper - Kalen
  - Process & Transparency Observer - Chuck

### Consent Agenda (5 min)

- Approve August 2021 Meeting Minutes
- Affirmation of New Eliot members (Bylaws, Article III, Part A): None this month.
- Accept Policy Monitoring Reports: ([See Policy Compliance Record](#))
  - 4.4 - Barbara -- in folder
  - 4.5 - Barbara -- moved to October (originally June)
  - 4.7 - Barbara. -- moved to October
  - 2.6 --- Claire and SteveS - in folder

**The Board approved the consent agenda on a voice vote with Chuck abstaining.**

### The new ends

**Update on congregational survey.** [Sara/Chuck/Kalen]

Kalen, Sara, Chuck updated everyone on the congregational survey. The board discussed whether it should add in an opportunity for the congregation to offer additional comments and decided that the survey committee would filter out and synthesize the comments before presenting them.

The Board agreed to the plan to deploy the survey on Oct. 13. The survey would need to be prepared by Oct. 6 to have it put into This Week at Eliot deadline.

### Board Development

The board members reported that the board retreat was a success and would not

mind next year if it went longer. **Claire will look at possible dates for next year.** Steve H. suggested the board look at essays or articles in the next year for the board to use as continuing education. Toni suggested the board consider looking at a Ted Talk.

### **Treasurer's Report [Sara]**

The Board would like information from Camille that includes what bills are due and what is needed going forward. Board would also like to know how we are doing compared to last year. Is the ship starting to leak?

Variance report is important. **Sara will be in touch with Camille to determine whether anything can be done to make preparing the Board report less cumbersome.**

Short break! (10 minutes)

**Lead Minister's Incidental Report.** General discussion with Rev. Barbara. On Monday, Rev. Barbara found out one of the youth tested positive for Covid who attended the youth group meet up in Fillmore Park. The Youth had been vaccinated. Symptoms were enough to be noticeable but not terrible. Scott has been working diligently about next steps. All staff and volunteers tested. The youth and parents were notified and asked to consult with their own doctors. Because it was off-site, was not part of the Sunday morning at Eliot Chapel, Rev. Barbara notified only people who were exposed. Everyone who was part of the youth group was notified, even those who had not attended. In consulting with St. Louis County Health Department, the staff learned only people who should be notified and quarantined are those who spent more than 15 minutes with a person and not masked. No one would qualify as a close contact. Steve S., who is a contact tracer for Ameren, mentioned that in that situation at Ameren, they would likely not have to contact trace. Per CDC guidelines, no one was exposed because the event was held outdoors, distanced and all people were masked.

### **Unfinished Business (5 Min)**

[Items moved from Consent Agenda]  
Meeting Summary, and looking ahead:

### **Process & Transparency Report:**

### **Decisions/Actions Taken/Follow Up:**

- Consent agenda approved with Chuck abstaining.
- Claire will look at dates for the 2022 Board Retreat by next meeting.
- The Survey Committee will create a draft of the survey for the board to take by Sept. 21.
- Sara will reach out to Camille to find out her role vs the role of the

accountants in preparing information and find out what would help Camille streamline the process by the next board meeting.

- Chuck will reach out to Camille to figure out the problems with Google Drive and group email.
- Claire will send out contact information.

### **Adopted Consent Agenda**

Monitoring assignments for October 12, 2021 Meeting

Policy Monitoring September Meeting

2.8 Toni/Kalen

4.6 Barbara

(See Policy Compliance Record)

Adjourn

### Reminder Dates

October 2021 -- Congregational survey

October 12, 2021 - October board Meeting

November 9, 2021 - November Board Meeting

November 2021 - Budget town hall meeting

February 8 2022 - Next Chair-Elect at Feb Board meeting (to be chair beginning 7/1/2023)

March 2022 -- Proposed Board/Canvass event.

May 15 2022 -- Congregational meeting.

August 2022 -- Next year's retreat.