

Eliot Chapel Board of Trustees Meeting
April 11, at 7 pm
This Year's Board Theme: "Living into Our ENDS"

Present: Cindy Lau, Bruce MacKenzie, Angie Bowland, Karen Fuchs, Trina Priese, Todd Stark

Absent: Dave Salivar, David T. Cox

Meeting Called to Order: 7:00

- Chalice lighting words opening and closing & Opening Reading (Karen)

Visitor Comments:

- Carl Serbell: In support of a way to handle Bergfried finances that do not involve selling Bergfried. The "other" discussion: Capital Campaign that puts money into the Bergfried Corpus. And there are other parts of the property that are not as integral and could be sold for a higher price.
- Peter Wilson: Appreciate what we have done, but we feel like it's out of order and that we need to have a strategic plan in place before we make a decision. Please postpone.
- Nancy Hutchins: Went to a great meeting last night with Social Justice department and we undervalue Bergfried. She has been unable to find the process and there is no picture of Bergfried on website.
- Steve Mennerick: speaking as a policy governance wonk suggested that there is frequently confusion around Strategic Planning because it looks different using Policy Governance. The strategic plan is under Barbara's Interpretations of the Ends/Mean.
- Jim Hershey: Is providing us with a counter proposal which they think achieves the stated purpose of the board but still addresses the needs of the congregation. We would like to see a YES vote at Annual Meeting...Culture and climate of abundance, short term budget shortfall, long term needs. Cindy asked what confidence level they have that the numbers in the counter proposal can be achieved. They would like to help us meet the original intention and put one proposal out to vote on.

Consent Agenda

- Approval of new members:
Paula Fulks
Chris Twombly
Yvonne Sorbell
- Accept Meeting Minutes (Angie)
- Accept Treasurer's Report (Dave)
- Accept calendar review:

Apr. 29	Camp-Palooza at Bergfried
May 9	May Board Meeting
May 21	Annual Congregational Meeting
June 13	June Board Meeting

New Business

Preliminary Budget and Pledges for 2017-18. Barbara

- Would have hoped everyone would at least leave pledge at same level. While many people increased their pledge, many decreased pledge (more than is typical). \$25,000 were cut.
- Will need to do a fundraiser AND have a second ask in the Fall.
- Also need to communicate to the congregation that we are falling short in the budget so they are not surprised.
- How are we going to effectively release the budget, treasurer's report, etc. (Disclosure of finances will be something we work on specifically next year).

Discussion of Question, Answers, and Comments sessions

- General feeling is that we are less confident that we are having all the conversations about the proposal that drove us to get to the proposal. We came to a consensus behind a proposal, but are we really hearing from the whole church now? The decision is not being authenticated by the voices we are hearing loudly.
- We put this out as "if you have questions or need to understand what the proposal is" but it turned out to be used as more of an opportunity to provide an opinion on the proposal.
- Should not ascribe intent to any one particular group or person.
- One of our goals was: "What would it take for you to feel heard?" And this chunk of folks would probably say they have felt heard.
- Felt like what has been learned is the importance of listening and humility. We are hearing things differently.
- In this time period, we would rather see us focused on keeping the process as good as it can be which is much more than defending the proposal.

Cindy proposes a special meeting and she will put out an agenda via email so that we can review the next steps and the proposal from Jim Hershey.

Planning the Annual Meeting-see Pre-read for Tasks.

- Process Review/Understand Roles
First Part and Bergfried Decision
- Agenda Review—See Pre-reads
- Make Assignments
 - a. Pat Gray to be Parliamentarian
 - b. See Annual Meeting Planning 2017 document in Annual Meeting Folder

Items Removed From Consent

- 4.6 Financial Condition and Operation
 - Todd had a question about this monitoring happening quarterly and it is.
- Treasurer’s Report -
 - Payment on pledges is down this year by \$13,000 but we believe there is a plan for getting back on track
 - “Other Sources” is not an outside amount (aside from Madrigal), it’s just a fund transfer account to wash expenses.
- Lead Minister’s Incidental Report
 - What is the purpose of this report? Is at Barbara’s discretion and this is what she needs us to know.
- 2.7 Cost of Governance Bruce, Trina
 - Strict reading of the metrics results in a lot of non-compliance. We know that it’s it is compliant. Bruce thinks we need to appoint a subcommittee to rewrite metrics/interpretation.
 - Cindy will create an evaluation for the training sessions we had to bring us into compliance.

Transparency Report: Karen

Assignments:
Each Member to Participate in the Annual Meeting

Policy Monitoring for Next Meeting

- 3.1 Unity of Voice Angie, Karen
- 3.5 Policy Non-compliance Bruce, Todd
- 4.9 Board communication and support Barbara
- Budget discussion..... Charlie
- Interpretation of Policy 4.5 Barbara
- 2.7 Cost of Governance Bruce, Trina

Meeting Actions

- Trina will set up a Doodle for special meeting Week of April 17.
- Everyone: Get our thoughts together for the meeting scheduled next week relative to new proposal provided by Jim Hershey & ongoing Bergfried process.
- Cindy to revise Annual Meeting Agenda and post for us to review and comment on.
- Everyone: Review your assignments for Annual Meeting and meet timelines as noted on document.
- Cindy will create an evaluation for this year's training sessions to bring us into compliance on 2.7.

Meeting Decisions

- Consent Agenda accepted.
- 2.7 Cost of Governance will be revised for next meeting and Bruce and Trina have been appointed as a subcommittee to provide new metrics. Todd/Karen
- 4.6 Financial Condition and Operation Approved. Angie/Trina
- Accept Lead Minister's Incidental Report. Todd/Bruce

Closing Words (Karen)

Meeting Adjourned: 9:06 PM

Meeting Evaluation Form

This meeting evaluation form is intended to guide the board in assessing and improving its performance. Each meeting will have a designated meeting evaluator who will facilitate discussion by the full board of its performance at the conclusion of the meeting.

Meeting Date: 4/11/17

Legend: S indicates 'Satisfactory'; NI indicates 'Needs Improvement'; UNS indicates 'Unsatisfactory'; and NA indicates Not Applicable

	<u>S</u>	NI	UNS	NA
Preparation				
The Board was prepared for this meeting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The Chair was prepared for this meeting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Agenda				
Items on agenda dealt with the board's job (i.e. "Ends") only	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Issues and intended outcomes were clear	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Appropriate time was allocated for each agenda item	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Action items were assigned with deadlines	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Participation				
Each board member had an adequate opportunity to participate in discussion and decision-making	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board Chair				
Board chair kept to the agenda	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board chair facilitated answers to questions & issues	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The board adhered to its adopted governance style:				
Emphasized outward vision over management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Encouraged diversity in viewpoints	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exercised strategic leadership more than oversight of administrative details	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintained a clear distinction between Board and Staff roles	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Used collective decision making	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Looked to the future	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treated all with courtesy, fairness and dignity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Obedied the Trustee Code of Conduct as outlined in Policy 2.5	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any action the Board directed the Lead Minister to undertake was recorded as a passed motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any authority the Board delegated to an individual or group was recorded in a passed motion that is specific and states the limitations of the delegated authority	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Transparency Issues to Consider

1. What items discussed in the meeting need to be communicated beyond the minutes? To whom, how and who is responsible for the communication?

TRY TO TALK TO people fail to fall -
Board more available & person all

2. Did visitors seem to have a clear idea of what to expect from the meeting?

NOT all

3. Are there any outstanding transparency issues that need handling? Who will handle, how, when?

we discussed more \$ Transparency

Comments:

Evaluator:

Karen L. Fuls 4/11/16

Form Revised: Jul-2015

