

Minutes Eliot Chapel Board of Trustees Meeting March 14, at 7 pm

This Year's Board Theme: "Living into Our ENDS"

Present: Cindy Lau, Bruce MacKenzie, Angie Bowland, David Cox, Trina Priese, Dave Salivar, Todd Stark, via phone: Karen Fuchs

Meeting Called to Order: 7:00

- Chalice lighting words opening and closing & Opening Reading (Bruce)
- Check-in. Why are you a Unitarian Universalist? (connecting with deepening our UU identity)

Visitor Comments:

- Shawn Cummings - Bergfried Finances - previous Boards restricted the corpus to \$100,000. In the past, has had capability to sustain itself. Feels they would have been able to continue to sustain Bergfried if money had stayed in the Bergfried Fund.
- Rich Heuermann - Felt like the Bergfried Discussion he attended was confusing & directions given were unclear. Does not believe the conversation should have been phrased in context of mission statement, but rather under Ends.
- Jim Hershey - Was a member of the Board in 90's. Policy Governance and Covenant are powerful tools in this time. Bergfried and Eliot have a positive future ahead of them. He wanted to keep his statements positive. He agrees with the Covenant and hopes he can support the recommendation but says positive doesn't necessarily mean obedient.
- Anne Cummings - For personal reasons, Anne feels safe at Bergfried and hopes that we can continue to allow groups that are marginalized (like LGBTQ groups) feel safe there. Public School groups that are experiencing woods for the first time. We don't ask if RATI supports each member.

Consent Agenda:

- Approval of new members:
Rickman Ragsdale
Brooke Taylor and David Duckworth
- Accept February Meeting Minutes (Angie)
- Accept Retreat Meeting Minutes (Angie)
- Accept Lead Minister's Incidental Report (Barbara)
- Accept Treasurer's Report (Dave S.)
- Accept Monitoring Reports:
 - 3.3 Delegation to Lead Minister Angie, Todd
 - Lead Minister's Discretionary Fund review Dave S
 - 3.1 Unity of Voice (from last month) David C, Trina

- Accept calendar review:
 - Mar 15 Day Trip to Bergfried
 - Mar. 29 Music Sunday
 - Apr. 2 Bergfried Q&A Session 10:30 & 12:30
 - Apr. 9 Bergfried Q&A Session 10:30 & 12:30
 - Apr. 9 End Racism (4/23 and 5/7)
 - Apr. 11 Board Meeting
 - Apr. 29 Camp-Palooza at Bergfried
 - May 21 Annual Congregational Meeting

New Business

Review Appendix A and Accept revision of the funds and Treasurer's proposal.

- Capital Projects Fund (263) is now FECA (to be updated in published policy)
- Contingency Fund is in the Operational Support Fund (to be updated in published policy)
- 2.2.4 Investment performance review for June 16 - January 17 provided by Dave for review. We agreed with the recommendations.

Proposal to nominate Cindy Lau to the Nominating Committee.

Items Removed From Consent

- 3.4 Monitoring Lead Minister Performance Bruce, Karen

Process and assignments for the Q&A sessions and The Annual Meeting.

- Barbara will have a guest preacher so that we can hold one more session between services April 9th.
- These sessions are just for sharing, so there will not be designated Pro/Con microphones, like there will be for Annual Meeting.
- Only documenting Q/A but not opinions.
- Each meeting would last approximately 60 minutes, unless we have a large number of people who have not yet spoken, then we may need to add sessions.
- We will read the Covenant, have some copies of the proposal & Q/A documents printed for reference for those who have not seen them online.
- Assignments:
 - Read Covenant - David C
 - Timekeeper/Recorder & Visual Aid - Todd (will work with Ken Denson & Adam Bockhorst)
 - Secretary recording questions - Copies of Q/A printed - Angie

Summary:

Transparency Report: Trina

Assignments:

- Re-interpret 4.5 Barbara
- Next Board Meeting on Apr. 11 the Nominating Committee will bring guests to the Board Meeting & we will socialize after the meeting.

Policy Monitoring for Next Meeting

- o 2.7 Cost of Governance Bruce, Trina
- o 4.6 Financial Condition and Operation Barbara

Meeting Actions

- Dave to update the names of our funds in Board Designated Funds - Appendix D.
- Dave to update Appendix A for April Meeting.

Meeting Decisions

- o Approved 2.2.4 Investment performance review for June 16 - January 17 (Bruce/Todd)
- o Approved proposal to nominate Cindy Lau to the Nominating Committee. (Todd/Trina)
- o Approved 3.4 Monitoring Report - Lead Minister Performance (Trina/Todd)

Meeting Adjourned: 8:30

Tina

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: 3/14/17

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

	S	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?

see Angie's notes

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

Yes

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

No

Comments:

Evaluator:

K.M. Priebe

Form Revised: Jul-2015

UUCF Vote - didn't ask for objections? (OK)