

## UUCA Board of Trustees Meeting Minutes

23 Edwin Place

6:30 p.m., September 6, 2016

**Present:** Kate Hartnett (presiding), Tom Blanford, Michelle Gregory, Bruce Larson, Diane Martin, Dale Wachowiak, Mark Ward (ex officio), Mariah Wright (nominated new Board member).

**Opening:** Bruce

**Experience of the Holy Event:** Plans were discussed and made for the upcoming virtually-led Experience for Board members, senior staff, and potential facilitators at the next Board meeting on October 4:

- Dale will be responsible for catering. Willing others will assist with room set up and clean-up afterwards.
- Facilitator recruitment. A list of potential facilitators was reviewed. Individual members volunteered to contact certain potential candidates. It was decided to approach them with an invitation to experience the Event on the 4<sup>th</sup> before committing. They will be sent the Job Description and tentative schedule of congregational group Events.
- A Google docs file will be set up for the entry of names of potential facilitators who have agreed to attend the October 4 Event.

The tentative schedule for facilitator training (October 13) and congregational group meetings was reviewed and discussed. It was suggested that two facilitators at least should work in tandem at each Event. Each facilitator will likely do two Events. The meeting after the service on November 13 may require a number of pairs of facilitators and snacks.

Board members' observational role in attendance at congregational meetings was discussed. Some members indicated sessions they would be able to attend.

Several additional questions were thrown out with no closure on answers:

- How will the congregational meetings be promoted?
- Will registration to attend be required ahead of time?
- Will there be a sign-up sheet or table in Sandburg Hall?
- Will meetings be open to all comers?
- How do we prepare to accommodate varying-sized groups?

**Ends and Metrics:** Mark presented the Executive's Work Plan for Achieving Ends in 2016-2017. They will focus on three specific Within, Among, and Beyond goals:

- More deeply integrating *families* into the worship and spiritual life of the congregation.
- Improving *retention* of UUCA members.
- Broadening meaningful participation in the *Social Justice ministry* of the congregation.

Senior staff enumerated specific, objective, readily-obtainable metrics for assessing success in meeting these goals for 2016-2017. It was emphasized that these targets were, at this point in time, ballpark guesses, given the absence of prior baseline data.

**Sabbatical Convener:** The Board reviewed a draft document outlining the responsibilities of a Convener who will oversee the coverage of Mark's duties during his 2017 Sabbatical.

**What's Happening:** The Lead Minister's monthly report was reviewed and accepted. Discussion focused on the section related to staff compensation and duties. Tom read it as a "cry for help". There was discussion of what could be done to reward staff and ease demands on them. The Board agreed to place a discussion of staff salaries and workloads on the November agenda.

**Consent Agenda:**

**Motion:** The nomination of Mariah Wright as a replacement Board member for Robin Loew was moved and unanimously approved.

**Motion:** The Minutes for the Board meeting of August, 2016 were moved and approved.

**Motion:** The date of the 2017 Annual Meeting was corrected to be June 4, 2017 rather than June 5, as indicated in the August minutes.

**Edits to Governance Document:** The Board approved three editorial changes to the Executive Limitations Section of the UUCA Governance Document, as follows:

- Under Policy B. Right Relations, #5 should read "Act in accordance with the Healthy Congregation Policy."
- Under Policy B., #6 should read "Strive for diversity among staff and when recruiting for the work of the congregation."
- Under Policy G. Execution of Contracts, #1 should read "Strive for diversity among outside contractors." The existing four items in that section should be renumbered to follow.

**Closing:** Bruce