

Unity Church-Unitarian

Minutes of The Board of Trustees / November 12, 2022

Board of Trustees (BOT) members present: Louise Livesay-Al (Chair), Alex Askew (Secretary), Jennifer Tong, Jess Landgraf, Mary Hernandez, Kevin Harris, Kevin Ely, Clover Earl, Debbie Cushman

Executive Team (ET) members present: Barbara Hubbard, Rev. KP Hong, Rev. Kathleen Rolenz, Rev. Karen Gustafson

Guests Present: Laura Sue Schlatter, Mary Baremore, Laura Park

| Time | Item | Name |
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| 9:00 | Light Chalice & Reading | Debbie |
| | Louise Livesay-Al called the meeting to order and lit the chalice at 9:02 am | |
| 9:05 | State of the Congregations (brief check in by 3 people) | Alex, KP, and Clover |
| 9:35 | Introduce Rev. Karen Gustafson and Board | Kathleen |
| | Rev. Karen gave an overview of her role and relation to the board. | |
| 9:40 | Consent Agenda <ul style="list-style-type: none"> ● Approve September & October Board Meeting and Oct 26-29, 2022 mtg Minutes ● Monitoring Reports <ul style="list-style-type: none"> ○ IIB. Staff changes ○ IIE. Financial Condition ○ IIH. Communication and Counsel to the Board ○ IB. Membership | |
| | Clover Earl moved to accept the consent agenda as approved and as demonstrating compliance. Alex Askew seconded the motion. The motion passed unanimously. | |
| 9:45 | Monitoring Reports for Discussion <ul style="list-style-type: none"> ● IID. Financial Planning (update on pledge and proposed budget) (10-15 min) ● Sabbatical Policy and Proposal (10 min) | Executive Team |
| | Jess Landgraf moved to accept the Executive Team report as demonstrating compliance with IID. Financial Planning. Mary Hernandez seconded the motion. | |

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| | <p>The motion passed unanimously.</p> <p>Discussion was held around the financial forecast and draft of the FY23 budget.</p> | |
| 10:10 | <p>Consent Agenda- Board Committee Reports</p> <ul style="list-style-type: none"> ● Board Capacity (Report and draft document for new trustees) ● Board Recruitment (No report as work for the year is completed) ● Transitions (No report until transitions work identified) ● ANB Corporate Resolution ● Shay MacKay's Affiliation Agreement | |
| | <p>Clover Earl moved to accept the consent agenda as demonstrating compliance. Mary Hernandez seconded the motion. The motion passed unanimously.</p> | |
| 10:15 | <p>Board Committee Reports for Discussion</p> <ul style="list-style-type: none"> ○ Evaluation (20 min) Discuss result from Board Self-Evaluation | Jennifer |
| | <p>Evaluation Committee: Discussed the results from the Board Self-Evaluation, and any major changes in responses from last year to this year. Jess Landgraf moved to accept the Evaluation Committee Report as a part of the Board record. Kevin Ely seconded the motion. The motion passed unanimously.</p> | |
| 10:35 | <p>10-minute Break</p> | |
| 10:45 | <p>Generative Conversation (45 min) Discuss the plan for next year and how this might inform committee structure, priorities, next steps, etc.</p> | Everyone |
| | <p>The Board will need to forward questions regarding bylaw changes to the Policy Committee of the Board. The Board will also work to consider timelines for the Ends Renewal process and the formation of a new MST throughout December.</p> | |
| 11:30 | <p>What would people like to be part of the January retreat? (10 min)</p> | Everyone |
| 11:40 | <p>Check-out Question: Take a moment to call to mind your Intercultural Development Plan, or the practices at the growing edge of your antiracist multicultural work. In what specific ways did you tune in and engage with those practices during today's meeting?</p> | Everyone |
| | <p>Extinguish Chalice</p> | Louise |
| | <p>Louise Livesay-Al extinguished the chalice and closed the meeting at 12:13.</p> | |

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| 12:00 | BOT Reflection and Problem Solving | Trustees |
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Respectfully submitted by Kevin Ely, incoming Secretary.