

Unity Church-Unitarian

Meeting of The Board of Trustees / October 14th, 2023

Time	Item	Name
9:00	Light Chalice & Reading	Clover
9:05	Please take a moment and set an intention focused on this reflection: In service to multicultural anti racist ends - How will you engage the antidotes to white supremacy as a spiritual practice during this meeting? More specifically, given what you know about the topics on the agenda, what antidote in particular needs your practice and attention?	Everyone in quiet reflection
9:08	Introduce Lara Cowtan to Board	
9:10	Transition (30 minutes) (ED Position) –Move into Executive Session w/out ET	Board only
	Clover Earl moved to make an offer of employment for the ED position at 80% of the UUA Minimum salary range to Laura Park. Jess Landgraf seconded the motion. Transitions team will work with Barbara Hubbard to confirm necessary information and create an offer letter with specifics to be distributed. The motion passed unanimously.	
10:20	Consent Agenda <ul style="list-style-type: none"> • Approve September 2023 Meeting Minutes • Monitoring Reports from ET <ul style="list-style-type: none"> ○ IIB. Staff Changes ○ IIE. Financial Condition ○ IIH. Communication and Counsel to the Board ○ IIA. ET Constraints 	
	Clover Earl moved and Mary Hernandez seconded approval of the September meeting minutes. Mary Baremore moved, and Jess Landgraf seconded the motion that the Monitoring reports from the ET are compliant with Board Policy and to move reporting on report IID to the board meeting on Oct 30. The motion passed unanimously.	
9:41	Monitoring Reports for Discussion (30 min) <ul style="list-style-type: none"> • IID. Financial Planning Budget Approval for 2024 to be presented at the Annual meeting Please read this section of the report and questions posed for conversation. 	Executive Team
	See above, monitoring report is tabled for a meeting on Oct 30 th .	
10:12	Break (10 Min)	
10:22	Consent Agenda- Board Committee Reports <ul style="list-style-type: none"> • Communication/Education • Evaluation • Board Recruitment 	Clover Debbie Clover

	Jess Landgraf moved to approve the Consent Agenda, Kevin Ely seconded the motion. The motion passed unanimously.	
11:21	Board Committee Reports for Discussion <ul style="list-style-type: none"> ○ Policy/Bylaws (10 min-see questions in packet) 	LauraSue
	The board unanimously agrees that an absentee ballot is preferred over proxy voting. The board also agrees with the clause limiting absentee ballots include "unable to participate in the meeting due to illness, disability, and lack of access or ability to participate by remote participation." The board agrees that we should protect the anonymity of absentee voters but also confirms that the voters' identity should be confirmed before counting the absentee ballot. Clover Earl moved to accept the recommended changes; Mary Baremore seconded the motion. The motion passed unanimously. The updated language will be sent with the Annual Meeting mailing and will be distributed by Nov 11 th , per bylaw requirements.	
11:45	Other Board business <ul style="list-style-type: none"> • November Annual Meeting <ul style="list-style-type: none"> • Pancake breakfast by Board: sign up sheet • Review Agenda, who does what (see in bd packet) • Notice to Congregation • SDK Engagement Letter for Full Audit (motion) • Cottage Meetings • What do we want the MST to provide to us in the Nov check in? 	
	The agenda for the November Annual Meeting was reviewed. The SDK engagement letter was presented to the Board. Jess Landgraf moved to approve the signing of the Engagement Letter with SDK for the Full Audit, Kevin Ely seconded the motion. The motion passed unanimously. MST will come to the November Board meeting and have a Board Cottage meeting at the BoT meeting.	
12:15	Generative Conversation: Read aloud the Board and ET Covenant (see attached). Is anything missing? How are we doing in living into the covenant? One of the congregational muscles we have been focusing on developing with Kathleen is around handling conflict or difficult conversations. What is the best way for YOU to receive feedback?" Directly? Indirectly? Via email, text, phone call, in person? (45 min)	Everyone
	The Board felt that more time was needed for this conversation. The Board was invited to read Reverend Kathleen's column in this month's Newsletter. The Board decided to delay this conversation until January.	
Noon	Extinguish Chalice	Louise
12:23	BOT Reflection and Problem Solving (Please plan on time this month, although we might not need it)	

Present: Louise Livesay-Al, Clover Earl, Mary Baremore, Kevin Ely, Mary Hernandez, Kevin Harris, Jess Landgraf, and LauraSue Schlatter.

Absent: Deborah Cushman

Reminders:

1. Clover is writing for November newsletter due Oct 15th and Louise is writing December newsletter Due November 15th. –coordinate with Communication & Education committee
2. Host November Board meeting is Mary H.
3. State of Congregation for November: Debbie, LauraSue & Kathleen
4. November Bd Meeting will include the MST representatives
5. November Annual Meeting is Sat., Nov 18th.