

**Unity Church-Unitarian
Board of Trustees Meeting**
November 8, 2014 | 1:00 – 5:00 pm
Unity Church-Unitarian Library

Attendees

Board of Trustee (BOT) Members: Ginny Allen, Deborah Carter McCoy, Hal Freshley, Peggy Lin, Marg Walker, Lia Rivamonte, Rich Hamer, Steve Harper

Executive Team (ET): Lisa Friedman, Barbara Hubbard, Janne Eller-Isaacs, Rob Eller-Isaacs

Others: Lindasusan Ulrich, Mark Foster, Angela Newhouse

Opening & Focus

Deborah Carter McCoy provided a recipe and a question to open the meeting.

Review of the Past

Approval of October minutes:

Hal Freshley moved to approve the October Board of Trustees meeting minutes. Marg Walker seconded the motion. Minor corrections were noted. All approved the motion.

Review of Monitoring Reports:

Ginny Allen moved to accept the program outcomes monitoring report presented as compliant with limitations. Hal Freshley seconded the motion.

There was a brief introduction of monitoring reports for incoming BOT members.

Discussion and/or clarification was requested on the following items:

- **Worship Services**
Broader liturgical vocabulary around worship will help the congregation understand the balance between opportunities for worship on the continuum between contemplation and spontaneity. Balancing the needs of congregants in addition to addressing flexibility of welcome, admittance to worship and connections to worship is ongoing.
- **Relationship with Neighborhood House**
- **Childcare**
In accordance with policy, childcare is made available to anyone requesting it in order to participate in offerings at Unity. In the absence of additional

financial resources, Michelle Hill is seeking a volunteer who will coordinate childcare workers.

- Moral Owner meetings
These meetings will be scheduled in early 2015 to expand leadership-to-leadership opportunities and develop on-going relationships with moral owners.
- Capital Giving
The pledged amounts from the 3-year capital giving campaign will cover the debt service obligations that will be incurred and will protect the operating budget.

The program outcomes report was unanimously approved.

Lia Rivamonte moved to accept the financial condition monitoring report presented as compliant with limitations. Marg Walker seconded the motion. Barbara Hubbard pointed the BOT to notes in the financial condition report as reference points for later in the meeting. The financial condition monitoring report was unanimously approved.

Peggy Lin moved to accept the quarterly membership monitoring report presented as compliant with limitations. Marg Walker seconded the motion. Lisa Friedman's engagement within the congregation and with visitors was noted as nothing less than extraordinary. The quarterly membership report was unanimously approved.

Janne Eller-Isaacs provided a brief overview of Unity's congregational size (top 15) and attendance (top 5) in the country. Attendance is a strong indicator of church health and the strength often lies in the participation of families.

There was a brief overview of the definition of moral owners and how the understanding of the relationship of the moral owners with the church continues to evolve.

Marg Walker moved to accept the financial planning monitoring report presented as compliant with limitations. Deborah Carter McCoy seconded the motion. The financial planning report was unanimously approved.

Review of the ET evaluation

Rich Hamer and Ginny Allen led the discussion of the ET evaluation. They shared that this evaluation is not a performance evaluation but a policy limitation evaluation. Lia Rivamonte brought out the need to communicate this work of the

BOT with the congregation. There are no performance evaluations of the ET by the BOT.

Hal Freshley made a motion to request a response to the ET evaluation by the ET with three to five of the most important insights and responses plus feedback regarding the ET evaluation process. Rich Hamer seconded the motion. The motion was unanimously approved.

Planning for the Future

Annual Meeting of the Congregation

Steve Harper requested a list of possible parliamentarians for the annual business meeting. Deborah Carter McCoy will prepare Twitter and Facebook messages for the annual meeting and talking points regarding the congregational survey for the annual report. Steve Harper will open the meeting and Ginny Allen will close the meeting.

Policy Sub-Team Report

The policy sub-team led a discussion of proposed modifications to existing Unity Church – Unitarian policies. A written document was prepared by the sub-team outlining rationale for proposed modifications.

Policy II.E.6 will be further considered by Barbara Hubbard, the policy sub-team and the financial team.

Policy II.F.9 – UUA policy recommends that ministers retain ownership of their intellectual property. The policy sub-team consulted with an employment attorney prior to making the recommendation.

Rich Hamer made a motion to bring policy and Letters of Agreement with ministers and the executive team regarding intellectual property into alignment with UUA guidelines. Lia Rivamonte seconded the motion. The motion was unanimously approved.

The policy sub-team will continue to research intellectual property rights around music, curricula and other products created by others on the Unity staff.

Policy II.H.7 – Marg Walker made a motion to remove Policy II.H.7 in its entirety. Rich Hamer seconded the motion. The motion was unanimously approved.

Policy II.J – Steve Harper made a motion to add Policy J to the monitoring table within the policy document. Peggy Lin seconded the motion. The motion was _____

Policy III.C. 1 - The policy sub-team will explore the inclusion of the interpretation of the ends statements in the reporting cycle. The ET will discuss policy and procedural efforts related to meeting the requirements of the perpetual calendar and the submission of the documents required by the monitoring table in the policy document.

Policy III.F – Changes will be made as an editing function.

Policy IV.C – Deborah Carter McCoy made a motion to remove the strategic plan from the monitoring table in the policy document. Lia Rivamonte seconded the motion. The motion was unanimously approved.

Policy IV.E.1 and Policy IV.F.1 – The BOT will need to prepare housing allowance recommendations and resolutions for the ministers compensation packages at the December 2014 meeting. Marg Walker made a motion to accept the recommended clarification. Peggy Lin seconded the motion. The motion was unanimously approved.

Policy IV.E.2 – Rich Hamer made a motion to accept the recommendations of the policy sub-team regarding type of ministers (called v. ordained) and monitoring reports related to letters of agreement and compensation. Ginny Allen seconded the motion. The motion was unanimously approved.

Deborah Carter McCoy will receive the most current version of the policy document from Barbara Hubbard to make changes approved by the BOT. Barbara Hubbard, Hal Freshley and Ginny Allen will review the changes for accuracy and completeness.

2015 Budget

Barbara Hubbard presented the proposed 2015 operating budget and was thanked for the work that went into such an informative presentation.

Hal Freshley made a motion to recommend the proposed 2015 operating budget to the congregation at the annual meeting. Rich Hamer seconded the motion. The motion was unanimously approved.

Loose Ends & Closing

The next BOT meeting will be held on Wednesday, December 17, 2014 from 6:30 pm – 9:00 pm at Deborah Carter McCoy's home.

Lia Rivamonte provided the closing reading. _____

The meeting was adjourned at 5:00 pm.

Respectfully submitted by Deborah Carter McCoy