

**Unity Church-Unitarian
Board of Trustees Meeting
November 13, 2010
Minutes**

2010 Trustees in Attendance: Laura Smidzik, Rob Fulton, Bill Etter, Craig Allen, Beverly Heydinger, Ray West, Barbara Ford

2011 Trustee Nominees in Attendance: Bob Peskin, Tim Thoreen

Executive Team Members in Attendance: Barbara Hubbard, Rob Eller-Isaacs, Leon Dunkley, Janne Eller-Isaacs

Others: Jason Seymour, Lia Rivamonte, Pauline Eichten, Allen Giles, Drew Danielson, John Soucheray, Louise Wolfgramm, Linny Siems, Bill Webb, Paul May, Alana Howey

Opening Reading: Bev

Focus Question: Rob F.: A discussion about our perspective of the congregation's comfort with and readiness for change, with an emphasis on the *amount* and *speed* of change.

Review of the Past

- a. Approval of Minutes from October 20 and November 3, 2010: A motion to approve the minutes from the board meetings on October 20 and November 3, 2010, as corrected, was made by Bill and seconded by Bev. The motion carried.
- b. Executive Team Report:
 - Janne reported that the *Unity Tomorrow* Communications Team is off to an enthusiastic start. Plans are underway to leaflet the neighborhood, inviting them to informational sessions about our developing plans. The team would like a second representative from the board. Bob Peskin volunteered to fill this role.
 - Sponsorship of Luke Stevens-Royer for UUA Ministry: A congregation sponsors the ministry of a candidate as a requirement from the UUA. Luke is a student at United Theological Seminary and serves as our Coordinator of Youth and Campus Ministry. A motion to sponsor Luke Stevens-Royer for the Unitarian-Universalist ministry was made by Bev and seconded by Craig. The motion was passed unanimously and with enthusiasm.
 - After the first of the year, the ET will convene a group to consider issues surrounding the many ministries at Unity Church.

Creation of the Future

- a. Executive Team Work Plan: The discussion centered around the purpose and definition of a work plan for the ET. The plan as presented by the ET is a list of new initiatives for 2011 framed in the context of the Ends. However, if the work plan is to be an interpretation of the Ends Statements, it might include strategies rather than initiatives. An unanswered question is how to devise ways to measure

and/or evaluate the success of the plan. It was suggested that the policy sub-team look at our policies after the first of the year to see if a work plan is required. One board member would prefer to see a work plan that is tied back to the most recent ET evaluation. Concerns were expressed about the scope of the plan presented by the ET and whether staff resources are adequate to carry out all of the new initiatives. At the December board meeting, a decision will be made as to how to proceed with this discussion.

b. Unity Church Governing Policy Review: The policy sub-group recommends changes to the following policies to clarify the documents and bring them into alignment with current practices and staffing. (See attached Governing Policy document):

- I: Ends – Policy D: The Vision for Unity Church-Unitarian
- III: Governance Process – Policy F: Complaint Procedure
- IV: Board-Executive Team Relationship – Policy C: Monitoring Executive Team Performance (Note: The chart outlining the monitoring schedule must still be reworked.)
- IV: Board-Executive Team Relationship – Policy D: Disciplinary Policy
- IV: Board-Executive Team Relationship – Policy E: Ministerial Compensation
- IV: Board-Executive Team Relationship – Policy F: Director of Administration’s Compensation
- IV: Board-Executive Team Relationship – Policy G: Development Ministry Team Chair’s Professional Expenses

A motion to table section IV:D: Disciplinary Policy: was made by Bev and seconded by Craig. The vote failed for lack of a majority.

A motion to approve all proposed policy changes was made by Rob F. and seconded by Bill. The motion passed.

c. Budget for 2011:

Barbara Hubbard discussed the most recent analysis of projected pledge income. Response to the letter from the board asking members to increase pledges has resulted in some additional funds, making it possible to project a 2.6% increase over the 2010 figures. The proposed budget does not call for a draw on reserves or an unrealistic expectation of the sale of art. The budget includes a 1% salary adjustment for all staff; also, three (non-Executive Team) positions that had fallen below -5% of market range have been adjusted. The figure of \$20,000 from a fundraising event was questioned; the ET is confident they will find a way to reach that goal. Concern was again expressed over continuing to be unable to move the co-ministers into market salary range. Cutting programs would result in a loss of pledge income; cutting programs while in the middle of the *Unity Tomorrow* process would send the wrong message to members. The difficult discussion of how to adequately fund our dreams will continue. A motion to recommend approval of the budget to the congregation at the annual meeting was made by Rob Fulton and seconded by Barbara Ford. The motion passed with one NAY vote.

A motion was made by Rob F. and seconded by Bev for the board, in February, to look at the actual pledge results and reconsider an adjustment to the salaries of the co-ministers. The motion carried.

- Plans were made for cards suggesting pledge increases to be placed in the pews at the church services tomorrow (November 14), with a board member at each service speaking to the needs of the church and issuing an invitation to the annual meeting.
- c. **Anti-Racism Leadership Team Annual Report:**
Pauline Eichten, Drew Danielson, and Allen Giles spoke of the work of the team this year as they focused on advising the board and observing the progress of the church toward becoming an actively anti-racist institution. The report outlines ways in which the board can improve its responsiveness to the ARLT and to this goal. Policies and embedded practices are needed that will move the transformation forward. Unity Church's commitment to anti-racism is unique among churches and models and partners have been difficult to find. The board was reminded that anti-racism is an ongoing and continuous journey. The ARLT report will be given to the congregation at the annual meeting, and the board will follow up with a written response to the team.
 - d. **Unity Tomorrow Architects' Presentation:** Rob Eller-Isaacs articulated the history and assumptions about growth at Unity and outlined the steps leading up to the *Unity Tomorrow* process. Paul May, representing Miller Dunwiddie Architects, outlined the process so far in the pre-design phase of the planning for the future of our physical facility. He described three possible scenarios that would give us needed space on our property at Portland and Grotto, along with advantages and disadvantages of each plan. The concepts will be presented to the congregation at the annual meeting on November 20.

Board Business:

- a. Election of Board Officers for 2011:
A motion was made by Laura and seconded by Bill to elect Rob Fulton as board chair and Neely Crane-Smith as secretary for 2011. The motion carried unanimously.
- b. Annual Meeting Planning: Assignments were made for preparation and roles at the annual meeting.
- c. December 15 Board of Trustees Meeting Planning: Items on the agenda will include:
 - calendar and job assignments for the coming year, including Grievance Team members
 - board retreat planning
 - ET report (post annual meeting and *Unity Tomorrow* presentations)
 - team building
 - response to the Anti-Racism Leadership Team

Adjournment: The meeting was adjourned at 1:10 p.m.

*Respectfully submitted by Barbara Ford, board secretary
Minutes approved on December 15, 2010*