

Unity Church-Unitarian
Meeting Minutes of The Board of Trustees
April 10, 2021

Board of Trustees (BOT) members present: Clover Earl (Chair), Alex Askew (Secretary), Jackie Smith, Jennifer Tong, Justin Cummins, Louise Livesay-Al, Kevin Harris, Jess Landgraf

Board of Trustees (BOT) members absent: Mary Hernandez, Louise Livesay-Al

Executive Team (ET) members present: Rob Eller-Isaacs, Janne Eller-Isaacs, Barbara Hubbard, KP Hong

Guests: Laura Park

Time	Item	Name
9:00	Light Chalice and Check-in (1 to 2 minutes) <i>When has grief led to significant change in your life; what did it teach you?</i>	Clover
	Clover Earl called the meeting to order at 9:02am and Jackie Smith lit the chalice.	
9:20	Consent Agenda Approve February and March Meeting Minutes	
	Jess Landgraf moved to accept the consent agenda. Jackie Smith seconded the motion. The motion passed unanimously.	
9:25	Monitoring Reports IIE. Financial Condition IIB. Staff Changes IIH. Communication and Counsel IIA. Constraint IB. Program Outcomes Part 1 (10-minutes)	Executive Team
	Alex Askew moved to accept the Executive Team report as in compliance with Policy IIE (Financial Condition). Justin Cummins seconded the motion. The motion passed unanimously. Jess Landgraf moved to accept the Executive Team report as in compliance with Policy IIB (Staff Changes). Justin Cummins seconded the motion. The motion passed unanimously. Jess Landgraf moved to accept the Executive Team report as in compliance with Policy IIH (Communication and Counsel). Jackie Smith seconded the motion. The motion passed unanimously.	

	<p>Jess Landgraf moved to accept the Executive Team report as in compliance with Policy IIA (Constraint). Justin Cummins seconded the motion. The motion passed unanimously.</p> <p>Jennifer Tong moved to accept the Executive Team report as in compliance with Policy IB (Program Outcomes). Jackie Smith seconded the motion. The motion passed unanimously.</p>	
10:00	<p>Board Sub Team Reports</p> <ul style="list-style-type: none"> • Transition ST Report (Jackie) • Evaluation ST Report (Justin) • Board Capacity ST Report (Alex) • Policy ST Report (Justin) 	
	<p>Transition: Updates on major areas of focus: Emeritus/a status, interim application, Good Goodbye Team, and upcoming spring events. Lots of tasks, events coming up. May 19 is the date at which we should know who the Interim Minister will be, if all things go according to the timeline.</p> <p>Evaluation: This upcoming year the MST will be engaging the congregation on many of the same topics of the traditional annual congregational survey – we are instead looking at ways to collaborate and work with the MST to gather much of the same data. Trying to be practical and efficient with congregational surveys. Further discussions between the Evaluation Subteam and the MST will be needed.</p> <p>Continuing planning around the Staff and Volunteer survey.</p> <p>Board Capacity: Reviewed preliminary recruitment priorities, brief overview of next steps.</p> <p>Policy: Nothing to report.</p>	
10:20	BREAK	
10:30	Financial Task Force Report (Jennifer Tong)	
	Conversation was postponed to a later board meeting.	
11:00	Linkage Part 3 of 3 Conversations	Laura
	<p>How do we move from conversation to next steps? How do we try to live into linkage more fully? “We make the road by walking it.” Discerning partners who are on the same path, who will have mutual gain by engagement, covenantal relationships. Where does the capacity for this work come from – potential new subteam? “Less prep, more present.” Are these covenantal relationships held outside of the Board, to mitigate board turnover? Attention is needed to the “symmetry” of the relationship: who is in the relationship, what are their power dynamics, who is represented? Personal connections start relationships.</p>	

	Jackie Smith, Justin Cummins, and Alex Askew are interested in continuing this work in determining next steps.	
11:30	BOARD Business Agenda for 4/18 congregational meeting	
	A message needs to be sent out to the voting members of the congregation, ideally today, with the agenda, resolution, and any accompanying documentation.	
11:45	Meeting Check-out (1 to 2 minutes): When I reflect on board practice in today's meeting, what I notice is...Comment on, as appropriate: <i>in what ways did our time together right-size the characteristics of white dominant culture; how did your signature strengths or key opportunities for growth show up; lessons from Beaumont's book and how they were applied or could be applied...</i>	ALL
11:59	Extinguish Chalice	Clover
	Clover Earl closed the meeting at 11:49 and Jackie Smith extinguished the chalice.	
12:00	BOT Meeting Reflection Session	Trustees

Respectfully submitted by Alex Askew, Secretary.