

## October 2019 Meeting Minutes:

### Unity Church Unitarian: Meeting of the Board of Trustees October 5, 2019

The meeting took place at Unity Church-Unitarian, 733 Portland Ave, St. Paul, MN.

**Board of Trustees (BOT) members present:** Jennifer Tong (chair), Jill van Koolwijk (secretary), John Steiner-Manning, Nila Gouldin, Ruth Kirkland, Clover Earl, Jackie Smith, Justin Cummins

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

**Guests:** Laura Park

Jennifer Tong called the meeting to order at 9:00 a.m.

An opening reading was offered by Nila Gouldin

A journaling prompt was offered by K.P. Hong:

- How is the work of monitoring uniquely shaped by our faith?

We shared some of our thoughts.

#### **Monitoring Reports – ET report**

Policy I.B. Program Outcomes and Strategic Priorities

***Justin Cummins moved to accept the Executive Team report as in compliance with policy I. B. (Program Outcomes). The motion passed unanimously.***

(Discussion: Lisa Friedman is the main author of the 2019 Ends Program Outcome Monitoring Report which was created in consultation with the ET. The document format is new this year as it incorporates the ET interpretations, measures and ET strategic priorities and programmatic responses. It will be continued in this format in the future.

Some points we discussed were:

-The IDI will be taken by several focus groups including, perhaps, the Board of Trustees.

-The Artists in Residence program is centered around our Music Ministry and Ahmed Anzaldúa. We are expanding it to other art forms and there is as planned event on Nov 3.

-Lisa Friedman has developed a map and brochure of Adult Faith Formation.

-The black/white binary is addressed through the image of the “House of Intersectionality”, where race is the doorway through which we enter into “rooms of differences”.

A suggestion was made to make out Ends Statements more visible in a visual manner around the church building.)

## **Prophetic Leadership – Subcommittee Reports**

### Transition:

Jackie Smith shared what the Transition Committee has planned with the Celebration Team Rob and Janne's leaving of Unity. The church will have an outside celebration the last weekend in May 2020 (after Memorial Day weekend) at Harriet Island and to make it really family friendly. John Steiner-Manning shared the process how the Search Team for the new Senior Minister/s will be formed starting with a visit from Jen Crow on January 12, when she will preach and meet with the congregation.

### Board Capacity:

Ruth Kirkland shared that the Board Capacity Subteam is creating a deskbook on how the process/procedures of recruiting new Board Members went this year and should be pursued in the future.

Evaluation: The ET survey results will be discussed at the November board meeting.

Finance: The 2020 preliminary budget was discussed at the last Finance Subcommittee.

## **Break**

## **Monitoring Reports – ET report**

### Policy II.D. Financial Planning: 2020 Budget Update

(Discussion: The Budget is still being finalized and we will have a review in a couple of weeks and a vote at the next Board Meeting. The Pledge Drive is just getting underway. The members of the Board of Trustees were encouraged to be part of the canvass team and to remain in conversation with congregants to pledge and to pledge generously. The budget will be included in the materials for the Annual Congregational Meeting on Nov 16, so the Board needs to review it by Oct 29.

Some discussion happened around allocating moneys in the 2020 budget for a Board retreat next January and a Cost of Living Adjustment for the lower income earners at Unity. The UUA fair share contributions were also brought up. We are currently at 60% of fair share and will continue to do our best to reach fair share at some point in the future.)

***John Steiner-Manning made a motion to create a Cost of Living Adjustment for staff earning less than \$50K at Unity. The motion passed unanimously.***

Policy II.E. Financial Condition:

***Justin Cummins moved to accept the Executive Team report as in compliance with policy II E. The Financial Condition here refers specifically to the August 2019 financial reports. The motion passed unanimously.***

(Discussion: A series of unrestricted bequests have come in during the year 2019. The discussion focused on how the new limitations would require that the ET notify the Board of bequests in their monthly reports.)

Policy II.H. Communication and Counsel to the Board:

***Jill van Koolwijk moved to accept the Executive Team report as in compliance with policy II. H. (Communication and Counsel to the Board). The motion passed unanimously.***

(Discussion: Barbara Hubbard suggested that Jennifer Tong and Louise Livesay will be supporting a conversation around investment policy with Tim Brennan. Above Every Name has intersected with Unity through rituals of confession and communion.)

Policy II.B. Staff Changes:

***Jill van Koolwijk moved to accept the Executive Team report as in compliance with policy II. B. (Staff Changes). The motion passed unanimously.***

Policy II.J. Anti-racism and Racial Healing:

***Justin Cummins moved to accept the Executive Team report as in compliance with policy II. J. (Anti-racism and Racial Healing). The motion passed unanimously.***

Policy II.G. Conflict of Interest:

***Justin Cummins moved to accept the Executive Team report as in compliance with policy II. G. (Conflict of Interest). The motion passed unanimously.***

Policy II.I. Facilities Planning:

***Jackie Smith moved to accept the Executive Team report as in compliance with policy II. I. (Facilities Planning). The motion passed unanimously.***

Approval of September 14, 2019 Meeting Minutes:

***Justin Cummins moved to accept the September 14, 2019 Meeting Minutes. The motion passed unanimously.***

Approval of 2020 Board Positions for Chair and Secretary:

***John Steiner-Manning moved to accept Jackie Smith for Chair and Jill van Koolwijk for Secretary for the 2020 Board of Trustees. The motions passed unanimously.***

### **Meeting evaluation**

Jackie Smith offered a meeting evaluation: To tell our own stories about how we are invested in our Unity End Statements.

Nila Gouldin offered a closing reading.

Jennifer Tong adjourned the meeting at 12:00 p.m.

*Respectfully submitted by Jill van Koolwijk, secretary.*