

August Meeting Minutes:

Unity Church Unitarian: Meeting of the Board of Trustees August 10 , 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), Nila Gouldin, Ruth Kirkland, Clover Earl

Executive Team (ET) members present: Barbara Hubbard, Janne Eller-Isaacs, Rob Eller-Isaacs, K.P. Hong, Lisa Friedman

Guests: Laura Park

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

An opening reading was offered by Clover Earl

An opening question was given by Jennifer Tong:

- What can we each bring to the Board from our summer adventures and vacations?

Monitoring Reports – ET report

Policy II.E. Financial Condition:

Clover Earl moved to accept the Executive Team report as in compliance with policy II E. The Financial Condition here refers specifically to the June financial report. The motion passed unanimously.

(Discussion: As is common, our cash flow is lower in the summer than during the church year. A drawdown of endowment income will be taken in August if necessary to balance the cash flow. Our debt from our loan for the Unity Tomorrow project is decreasing at a steady pace. We are expecting 14% of an \$8,000,000 endowment from the Helener Currier Trust to come in soon, approximately \$1,120,000. The format of the Summary Statement of Activity has been changed, so that we see salary expenses separate from program expenses.)

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

Justin Cummins 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: There will be a meeting with Team Dynamics tomorrow. Attendees will be K.P. Hong, Rob Eller-Isaacs, as well as other Beloved Community staff members, some Board members and congregants. This meeting is in preparation for the September 7 congregational meeting, when we will move forward with our work on multiculturalism at Unity. Key questions that will be addressed are: How does multiculturalism intersect with our work around anti-racism and dismantling white supremacy? How do we keep the question of who has the power in the center of our conversations and practices at Unity? The September 7 event will set the next agenda points for different ministry teams. The ET is taking on the bulk of the work, but expects the ministry teams to also incorporate what we are learning from Team Dynamics and from our IDI survey.)

Policy II.B. Staff Changes:

Ruth Kirkland moved to accept the Executive Team report as in compliance with policy II B (Staff Changes). The motion passed unanimously.

Policy I.B. Internal Report (Membership):

Ruth Kirkland moved to accept the Executive Team report as in compliance with policy I B (Membership). The motion passed unanimously.

Policy II.D. Financial Planning – Salary review for staff and ET compensation

(Discussion: Barbara presented salary information of staff and ET to be considered for the next Board meeting when the budget for next year will be discussed. Next week, the ET will go into retreat and one of the discussion points will be the staffing throughout the interim period. This will strongly impact the building of the budget for next year.)

10 min Break

Interpretation of the Ends

(Discussion: The ET postponed the Interpretation of the Ends to September and October. They will give a document to the Board by September 1 and discussions will proceed at the board meetings.)

Prophetic Leadership – Subcommittee Reports

Transition Subcommittee - Update on the Celebration Team (Clover Earl):

The Celebration Task Force was looking for some co-chairs. The process is underway.

The team also will clarify the emeritus status of our senior ministers and Keith Kron will help with that process.

Documents are being gathered before a job posting for a new senior minister. The packet that goes out is the search committee's responsibility.

Finance Subcommittee (Jennifer Tong)

The subcommittee will be reviewing the investment policy.

Board Capacity Subcommittee (Ruth Kirkland):

10 applications for new Board Members are posted in BoardEffect in the Trustees Workroom. The subcommittee is currently performing interviews and will give recommendations for 3 nominees at the next Board meeting.

Evaluation Subcommittee – Staff/volunteer Survey Results (Justin Cummins):

What feedback should we give the congregation about the last congregational survey? One suggestion is drafting an email to the congregation with a link to an interpretative letter and the powerpoint that highlights the results. Over 500 congregants participated in the survey. Rob suggested making a video where board members speak about the survey, which may peak more interest in the congregation to see the results.

BoardEffect Training (Jill van Koolwijk)

Messaging Users / Uploading Documents in BE Workrooms

Consent Agenda

Approval of June 2019 Meeting Minutes:

Justin Cummins moved to accept the Consent Agenda. The motions passed unanimously.

Clover Earl offered a closing reading.

Jennifer Tong adjourned the meeting at 11:55 p.m.

Respectfully submitted by Jill van Koolwijk, secretary.