

Unity Church-Unitarian
Meeting of The Board of Trustees / July 9, 2022

Board of Trustees (BOT) members present: Louise Livesay-Al (Chair), Alex Askew (Secretary), Jennifer Tong, Jess Landgraf, Mary Hernandez, Kevin Harris, Kevin Ely, Clover Earl, Debbie Cushman

Executive Team (ET) members present: Barbara Hubbard, KP Hong, Kathy Hurt

Guests Present: Laura Park

Time	Item	Name
9:00	Light Chalice & Reading (and July 15 Column)	Alex
	Louise Livesay-Al called the meeting to order at 9:05 and lit the chalice.	
9:05	State of the Congregations (brief check in by 3 people) (30 min)	KP, Kevin E, and Clover
9:35	Honoring Kathy's Interim Year – Board/ET reflections (1 min each)	
10:00	Consent Agenda <ul style="list-style-type: none"> • Approve June's 2022 Meeting Minutes (removed from the consent agenda) • Monitoring Reports <ul style="list-style-type: none"> ○ IIE. Financial Condition ○ IIE. Financial Condition - Allocation of Unbudgeted, Unrestricted Gifts ○ IIH. Communication and Counsel to the Board 	
	<p>Louise moved the items associated with the meeting minutes out of the consent agenda.</p> <p>Jess Landgraf moved to accept the consent agenda as demonstrating compliance. Mary Hernandez seconded the motion. The motion passed unanimously.</p> <p>Jess Landgraf moved to accept June Board Meeting minutes. Clover seconded the motion. The motion passed unanimously.</p> <p>Kevin Ely moved to accept June special meeting minutes. Debbie Cushman seconded. The vote was 7 in favor and 1 abstention.</p>	
10:05	Monitoring Reports for Discussion <ul style="list-style-type: none"> ○ IIB. Staff Changes (10 Min) ○ IID. Financial Planning - Year-end forecast (10 Min) 	Executive Team
	<p>Jess Landgraf moved to accept the Executive Team report as demonstrating compliance with IIB (Staff Changes). Mary Hernandez seconded the motion. The motion passed unanimously.</p> <p>Jess Landgraf moved to accept the Executive Team report as demonstrating compliance with IID (Financial Planning). Kevin Ely seconded the motion. The</p>	

	motion passed unanimously.	
10:25	Consent Agenda- Board Committee Reports <ul style="list-style-type: none"> • Evaluation • Board Capacity • Transitions 	
	Mary Hernandez moved to accept the consent agenda as demonstrating compliance. Jess Landgraf seconded the motion. The motion passed unanimously.	
10:30	10-minute Break	
10:40	Board Committee Reports for Discussion <ul style="list-style-type: none"> • Board Recruitment (20 min) 	Clover
	Jess Landgraf moved to accept the consent agenda as demonstrating compliance. Mary Hernandez seconded the motion. The motion passed unanimously.	
11:00	Generative Question: How are/can we, as BOT and ET take care of ourselves during this time of transition and conflict? What is working for you, what doesn't work, what do you need? (20 min)	
	The board discussed several practices that support the self- and communal-care of board members and executive team members.	
11:20	Create Policy Committee: Do we need to take a look at the bylaws in order to be prepared for possible request to revise and any Board policies? (10 min) <ul style="list-style-type: none"> • Absentee voting vs proxy • 75% threshold • Board Policy regarding authority to pause a search • Alternative or complementary processes to Robert's Rules 	
	<p>Any bylaw changes could happen in the 2023 Annual Meeting of the Congregation. The process of reviewing recent events, compiling findings and recommendations could happen throughout 2022-23, and that timeframe allows the congregation maximum involvement in the process.</p> <p>The Policy Committee was re-established with Kevin Harris, Jennifer Tong, Louise Livesay-Al, Kevin Ely, and Barbara Hubbard as preliminary members. There will be an effort to reach out to resources including previous board members who were part of the last process to change the bylaws.</p>	
11:30	Generative Question: There seems to be a push for answers and yet we do not have "the answers." What can we communicate to the congregation now that we have a new interim but before Kathleen starts and we meet with David Pyle? (15 min)	
	This section was skipped due to lack of time and overlapping content with other sections of the meeting.	
11:45	Check-out Question: Looking at the covenants we put together earlier this year, how do you feel we are doing? Where do you feel you need to shore up or we need to work on as a Board?	Everyone

	Extinguish Chalice	Louise
	Alex Askew read a closing reading and Louise Livesay-Al extinguished the chalice and closed the meeting at 12:08.	
12:00	BOT Reflection and Problem Solving	Trustees

Respectfully submitted by Alex Askew, Secretary