

Unity Church – Unitarian Board of Trustees Meeting
January 9, 2016 7:07 a.m. – 3:00 p.m.
Unity Church – Unitarian Library

Attendees

Board of Trustees (BOT) Members: Peggy Lin, Hal Freshley, Ginny Allen, Stuart Alger, Angela Newhouse, Mark Foster, Justin Cummins, and Bailey Webster

Executive Team (ET) Members: Rob Eller-Isaacs, Jan Eller-Isaacs, Lisa Friedman, and Barbara Hubbard

Others: Shay MacKay, Hallman Ministerial Intern

Opening

Mark Foster gave an opening reading and focus question. Shay MacKay led the Board in a reading of the Executive Team’s interpretation of the congregational ends.

Board Trustee Development

Mark Foster led the Board in a discussion of what it means to be a Board Trustee, policy development, and linkage. The Board engaged in a discussion of the governance process and training in policy governance. There was a discussion of the principles of Policy III.A., relating to governing style. The Board discussed the importance of maintaining systemic memory, particularly in times of major leadership transition.

The Board discussed the particular lens that different moral owners of the Church use in interpreting policy. These lens include family, race, and gender. The Board discussed setting an agenda for the Board’s Policy Review Committee. The Executive Team reflected on policy development at the Church. The Executive Team also reflected on linkage between the Board and other moral owners of the Church. In particular, the Executive Team discussed trends in anti-racism and racial justice work at the Church, in connection with the Anti-Racism Leadership Team. The Executive Team reported that it has established a racial justice staff team to (a) review staff support for racial justice work; and (b) review job descriptions with a racial justice lens. The Executive Team reported that the ARLT wishes to engage in a policy development discussion with the Board of Trustees. With respect to linkage, the Executive Team and Board discussed Rev. Danny Givens’ ministry and Unity Church’s role in the same. The Executive Team reported that a group is meeting to design a conversation regarding Rev. Givens’ ministry at Unity.

Review of the Past

Approval of December 16, 2015, Minutes

Hal Freshley moved to approve the draft minutes of the December 16, 2015, BOT meeting. Ginny Allen seconded the motion. The motion passed unanimously.

Housing Allowance

Ginny Allen moved that the Board affirms and acknowledges the housing allowance amounts payable to the applicable Executive Team members. Hal Freshley seconded the motion. The motion passed unanimously.

Board of Trustees Calendar

The Board reviewed the 2016 calendar for the Board of Trustees work.

Monitoring Conversation

The Board reviewed Policy IV.C., relating to monitoring Executive Team performance. The Executive Team reported that its first report on ends data will be in March 2016. The Board discussed the discernment and development of what data it will need to know and how often it will need to get that information. The Board discussed that a schedule will be determined with the Executive Team for the remainder of the year for the generation of reports on ends data. The Board requested that a one-page written report be provided on the issue of whether the Executive Team has met the limitation of Policy II.H. – Communication and Counsel to the Board.

Dashboard and 2015 Financials

Barbara Hubbard reviewed the dashboard information sheet in October 2015, financials. She reported that the Church is having software problems, which is why the November 2015 financials could not be reported. Ms. Hubbard pointed out 2015 budgeted and actual pledges, year-end gifts, and amounts not realized in fundraiser dollars. Ms. Hubbard reviewed her pledge analysis for 2016. She reported that currently the Church is approximately \$55,000 short of the budgeted goal for pledges, which is manageable and likely to be met. She reported that the Church is ahead of where it was last year on new pledges. Angela Newhouse moved to approve the Executive Team's report as within the limitation under Policy II.E. Justin Cummins seconded the motion. The motion passed unanimously.

Financial Review

Hal Freshley moved that the Church engage Dokken, Schechter, and Kanter, CPAs, to conduct a review of the 2015 financials. Peggy Lin seconded the motion. The motion passed unanimously.

Sub-Team Formation

The Board engaged in a discussion of its 2016 sub-teams. The Board approved the formation of the following sub-teams: (1) Board Recruitment; (2) Policy; (3) Evaluation; and (4) Communication. The Board discussed that issues relating to leadership transition and linkage should be Board-level conversations. Board members will receive an opportunity to sign up to participate on the Board 2016 sub-teams.

Closing

Angela Newhouse offered a closing reading. The meeting adjourned at 3:00 p.m.

Respectfully submitted,

Stuart Alger