

**Unity Church - Unitarian
Board of Trustees Meeting
June 11, 2015 7:00 p.m. – 9:00 p.m.
Unity Church - Unitarian Library**

Attendees

Board of Trustees (BOT) Members: Stuart Alger, Ginny Allen, Deborah Carter McCoy, Mark Foster, Hal Freshley, Rich Hamer, Peggy Lin, Angela Newhouse

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

Others: Lindasusan Ulrich, Vicki Stewart

Opening

Angela Newhouse offered an opening reading and a focus question.

Review of the Past

Approval of May minutes:

Stu Alger moved to approve the May 2015 Board of Trustees meeting minutes. Hal Freshley seconded the motion. The motion to approve the minutes was approved unanimously.

Monitoring Reports:

Deborah Carter McCoy moved to accept the Monthly ET reports on Program Ends and Outcomes, Financial Condition, and Staff Changes as demonstrating compliance with limitations. Angela Newhouse seconded the motion.

There was a brief discussion about the Program Ends and Outcomes report, including the role of affiliated ministers, the breadth and depth of church programming, and measuring the impact of that programming on a qualitative as well as quantitative basis. Following this discussion, the motion passed unanimously.

Hal Freshley moved to accept the April 2015 financial statements as demonstrating compliance with limitations. Deborah Carter McCoy seconded the motion.

Barbara Hubbard reviewed the financial statement key indicators. The BOT asked Barbara to add a range for these indicators for the May 2015 financial statements. It was noted that other questions and discussion relating to the ET's budget proposal should be postponed until later in the agenda. Following this discussion, the motion passed unanimously.

Hal Freshley made a motion to accept the Results of Staff/Volunteer Survey document as demonstrating compliance with Policy II.B. (Staff/Volunteer Treatment). Deborah Carter McCoy seconded the motion.

There was a brief discussion regarding the staff's response rate to the survey. The BOT and ET also discussed whether the historic purpose of this policy (to monitor for abuse) is still relevant in the church today, or whether the policy might need to be revised for the BOT to monitor other issues with respect to the staff. Following this discussion, the motion passed unanimously.

Ashley Horan's Ordination

The BOT reviewed the results of the vote taken during the May 17, 2015 special congregational meeting regarding Ashley Horan's ordination. Minutes from that meeting will be presented for approval at the November congregational meeting.

Creation of the Future

Presentation of Revised Budget

Barbara Hubbard provided an overview of the document titled "2015 Budget Recommendations Prepared for the Board of Trustees" dated June 17, 2015. The BOT and ET discussed the options that the ET considered with respect to the budget shortfall:

- Continue to fundraise to address the shortfall
- Draw down reserves to the extent that fundraising does not bridge the gap
- Cut one or more positions to address the shortfall
- Close the church for an unpaid period of time

The ET recommended continued fundraising, and to the extent that fundraising does not close the gap, drawing down from reserves. The ET stated that it is not possible in June to determine exactly what the shortfall might be, since fundraising and other gifts (including year-end gifts) will be ongoing until December 31.

The BOT discussed the following:

- The ET's statement that its recommendation was in violation of Policy II.D. (Financial Condition)
- The ET's conclusion that cutting positions or closing the church is not in the best interest of the church
- Alternatives are limited. The BOT could take control of the budget from the ET, or could continue to monitor ongoing fundraising efforts

The BOT expressed its support and appreciation for the ET's review and work regarding this issue.

ARLT Annual Report

Vicki Stewart gave a brief overview of the ARLT's annual report. This review focused on the ARLT's charge, which is to perform a monitoring function for the BOT regarding the anti-racism work of the church. The ARLT will continue its discussion of the annual report with the BOT at the July BOT meeting.

Leadership Transition Sub-Team Report

The Leadership Transition Sub-Team presented a report to the BOT with enumerated tasks, questions and assumptions to guide the BOT's work as it prepares for the co-ministers' upcoming transition to retirement.

Ordination Procedure

The BOT discussed a request from Rose Schwab for ordination by the congregation of Unity Church. The ET is developing a procedure to consider such requests, which will include the convening of a “clearness committee” to help the candidate with discernment about the request for ordination.

State of the Church

The chair postponed the state of the church conversation until the August BOT meeting, which will begin at 6 p.m. with a potluck dinner.

Deborah Carter McCoy offered a closing reading. The meeting was adjourned at 8:55 p.m.

Follow-Up Items

- The 2016 Evaluation Sub-Team should review ways to increase staff participation in the staff and volunteer survey, including by considering whether to reword some of the questions.
- The Policy Sub-Team should review Policy II.B. to determine whether it still expresses the correct limitations on the ET regarding staff and volunteer treatment.

Respectfully submitted,

Peggy D. Lin