

**Unity Church - Unitarian
Board of Trustees Meeting
March 14, 2015 9:00 a.m. – 1:00 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, Steve Harper, Peggy Lin, Angela Newhouse

Executive Team (ET) Members: Lisa Friedman, Barbara Hubbard

Others: Lindasusan Ulrich, Laura Park

Opening

Ginny Allen offered an opening reading and a focus question.

Creation of the Future (Part 1)

Laura Park led a discussion of the BOT's governance practices, focusing on the strengths that exist, how the BOT might develop those strengths, and how the BOT could use governance to serve the needs of the church and the larger community.

Review of the Past

Approval of February minutes:

Angela Newhouse moved to approve the February 2015 Board of Trustees meeting minutes. Stuart Alger seconded the motion. Minor corrections were noted. The motion to approve the minutes as amended was approved unanimously.

Monitoring Reports:

Steve Harper moved to accept the Monthly ET reports on Program Ends and Outcomes, Financial Condition, and Staff Changes as demonstrating compliance with limitations. Hal Freshley seconded the motion.

There was a brief discussion about the Program Ends and Outcomes report, including the Pat Haff scholarship fund, guidelines around awarding scholarships, denominational affairs (including General Assembly), and financial arrangements with Unity Tomorrow consultants.

Barbara Hubbard reviewed the information regarding Financial Condition, including:

- A principal payment for Unity Tomorrow of \$300,000 will be made in March 2015. After this payment five full years of principal payments will be complete.
- Barbara and her banking team continue to consider financial institutions as lenders to issue the long-term note for January 1, 2016.
- Barbara also discussed the scope of her responsibilities and preparation for her upcoming sabbatical.
- The 2014 financial year concluded with \$7,480 in income over expenses. Schechter Dokken Kanter is conducting its review of the 2014 financial statements, and is preparing for April sitework.

Following this discussion, the motion passed unanimously.

Deborah Carter McCoy made a motion to accept the monitoring report on policy II.G. (Conflict of Interest) as compliant with limitations. Rich Hamer seconded the motion. After a brief discussion, the motion passed unanimously.

Hal Freshley made a motion to accept the monitoring report on policy II.H. (Communication and Counsel to the Board) as compliant with limitations. Stuart Alger seconded the motion. After a brief discussion, the motion passed unanimously.

Hal Freshley made a motion to accept the monitoring report on policy II.I. (Facilities Planning) as compliant with limitations. Steve Harper seconded the motion. After a brief discussion, the motion passed unanimously.

Creation of the Future (Part 2)

Report of BOT Involvement in Anti-Racism Events or Trainings:

BOT members reported on their involvement in anti-racism events or trainings, including the St. Paul to Selma march, testimonial for Danny Givens's Faithify campaign, The Selma Awakening book read, and consciously bringing Unity's anti-racism work beyond our four walls (for example, to a BOT member's workplace). The BOT discussed a need for an articulated learning arc in anti-racism programming and opportunities at Unity for adults.

Shared Drive Discussion:

There was a discussion of the BOT shared drive, which all BOT members are encouraged to review by logging in and accessing one or more documents by the April BOT meeting.

Lindasusan on Selma:

Lindasusan Ulrich reported briefly on her participation on the pilgrimage to Selma, and its potential and actual transformative power both within and beyond our four walls.

Operating Expenses vs. 2015 Pledges:

Barbara Hubbard reported on the ET's assessment of operating expenses vs. 2015 pledges. The 2015 pledge base has not developed as expected; only 38 actual new pledges have been made (vs. 102 projected). The ET has identified outstanding pledges that they expect to be made and will "nudge" those donors. The ET expects that pledge income will be short \$40,000 - \$50,000 vs. budget for 2015.

The ET believes it is necessary to identify high impact expenses to target for reduction. They will ask Blue Cross Blue Shield of MN to submit a bid for health coverage for staff, which would replace the UUA plan. More work is needed to develop other sources of income or to reduce expenses.

Hal Freshley made a motion to ask the ET to provide a revised balanced budget at the April BOT meeting. Mark Foster seconded the motion. The motion passed unanimously.

2015 Dashboard Review

Barbara Hubbard reviewed the dashboard report, and BOT members discussed it.

Heritage Society Presentation

Barbara Hubbard gave a brief presentation on legacy gifts. BOT members who are current Heritage Society members described how they came to join the Heritage Society and what legacy giving means to them. BOT members were encouraged to consider joining the Heritage Society before the upcoming dinner on May 8, 2015.

Steve Harper offered a closing reading. The meeting was adjourned at 1:10 p.m.

Follow-Up Items

- The BOT will add monitoring its own policies (III and IV) to the perpetual calendar
- The BOT will invite the DRMT to present at a future BOT meeting
- The ET will add “key indicators” (total current assets to total current liabilities, other measures) to the March 31 financial statements
- The ET will present a revised balanced budget at the April 2015 BOT meeting

Respectfully submitted,

Peggy D. Lin