

Unity Church-Unitarian

Meeting of The Board of Trustees / September 9th, 2023

Time	Item	Name
9:00	Light Chalice & Reading October is Clover for Reading/hosting and Column (Due Sept 15)	LauraSue
9:05	Please take a moment and set an intention focused on this reflection: In service to multicultural anti racist ends - How will you engage the antidotes to white supremacy as a spiritual practice during this meeting? More specifically, given what you know about the topics on the agenda, what antidote in particular needs your practice and attention?	Everyone in quiet reflection
9:08	State of the Congregations (brief check in by 3 people) (30 min) October: Mary H, Jess & Barbara	Kevin H, Kathleen & Jess
	Rev. Kathleen recommends reading the UU World article on “On Predicting the Future” (see https://www.uuworld.org/articles/predicting-future)	
9:38	Generative Conversation: What do we see as needs of the Board over the next year that helps inform our BOT chair selection? (10 Min)	Everyone
	The next chair will have to be able to juggle well, and hold multiple complex topics and the link between them at once. We need to be able to hold space for collaboration and think about the congregation’s privilege in the collaboration. It is also helpful to not think about the Chair position as a collection of tasks, but also as a person who needs to be visible and available to the congregation where they are at. The chair’s ability to embody authority that is credible will be important. The chair will need to be able to lead from a neutral place. The chair may need to anticipate problems and think on their feet. It will be necessarily to know covenant and how to bring us back to our covenant when it is needed. The chair (and the Board) will need to explore the intersection of mission, vision, and covenant and how they drive the way we will be together.	
9:48	Consent Agenda <ul style="list-style-type: none"> • Approve August 2023 Meeting Minutes • Monitoring Reports from ET <ul style="list-style-type: none"> ○ IIB. Staff Changes ○ IIE. Financial Condition ○ IIH. Communication and Counsel to the Board ○ II I. Facilities Planning ○ IIG. Conflict of Interest ○ Policy J: Racial Justice and Healing 	
	Clover Earl moved to approve the August Meeting Minutes, Laura Sue Schlatter seconded the motion. Amend on pg 6, settlement “handbook” and amend notes to clover “earl”. The motion was approved unanimously. Clover Earl moved to approve the consent agenda, Mary Baremore seconded the motion. The motion was approve unanimously.	
10:00	Monitoring Reports for Discussion <ul style="list-style-type: none"> • Financial forecast and budget (first draft summary) (20 min) • IB. Ends Interpretation by ET & new Strategic Priorities (10 min) 	Executive Team

	<p>The board discussed the financial forecast and the factors affecting the 2024 operating budget. The move to increase staff salaries will be accompanied by discussions, graphics, and other information to help the congregation see what it means to move to 85% of the UUA recommended minimum salary range. There will also be a graphic to discuss how retooling mix of Operating and Capital contributions, as a simple shift from 80/20 to 85% operating and 15% capital, which would easily raise the operating budget gap as we raise salaries. Staffing will be a critical expense issue that will be discussed with the congregation. The theme will be “Let hope become courage.” The Board of Trustee’s budget was also discussed.</p> <p>Kevin Ely moved to approve the Exec team report IIB as compliant, Debbie Cushman seconded the motion. The Board appreciates the report is more manageable/attainable, and including what is a direct, manageable, outcome focused approach to achieve the ends. Rev Kathleen noted that reading “Widening the Circle” article as the board thinks about it’s work to achieving ends surrounding reparations (see Ends Statement 7, strategic priority 4). The motion passed unanimously.</p>	
10:20	Break (10 Min)	
10:30	<p>Consent Agenda- Board Committee Reports</p> <ul style="list-style-type: none"> • Policy/Bylaws (See report) • Communication/Education (See report) 	LauraSue Clover
	Mary Baremore moved to approve the consent agenda, Louise Livesay-AI seconded the motion. The motion was approved unanimously.	
10:35	<p>Board Committee Reports for Discussion</p> <ul style="list-style-type: none"> • Evaluation: See report and Staff & Volunteer Survey results (10 min) • Motion to move into Executive Session (with ET) <ul style="list-style-type: none"> ○ Board Recruitment – (Materials sent out separately): the board reviewed the generative question: <i>Given our commitment to diversity across multiple identities, how do we weigh gender diversity in the interest of the Board's work alongside questions about the lack of male leadership in congregational life?</i> (40 min) ○ Transitions (MST Report and ED Position) Action: approve ED position description and process (10 min) 	Debbie Clover Kevin E
	<p>Clover Earl moved to accept the Evaluation Committee report, the motion was seconded by Laura Sue Schlatter. The Board discussed and reviewed the results of the Staff and Volunteer Survey. The motion passed unanimously.</p> <p>Kevin Ely to approve the Board Recruitment Report, Louise Livesay-AI seconded. The motion was approved unanimously.</p> <p>Kevin Ely moved that we move to Executive Session, Laura Sue Schlatter seconded the motion. The motion passed unanimously.</p> <p>Kevin moves to approve the position description, w/ salary range of 90,000-115,000 and Change Communications coordinator to Director of Communications. Louise Livesay-AI seconded the motion. Kevin Ely moved to exit executive session, Louise Livesay-AI seconded the motion. The motion was approved unanimously.</p> <p>Clover Earl moved to approve the Executive Director as a treasurer, Laura Sue Schlatter seconded the motion. The motion placed unanimously</p>	
11:45	Check-out Question: Where have you noticed use of your anti-racism/multiculturalism lenses in this meeting? When did you apply it and when did you not?	Everyone

Noon	Extinguish Chalice	Louise
12:05	BOT Reflection and Problem Solving (Please plan on time this month) Board will discern and decide on a Chair and Secretary for the next church year.	

Reminders:

1. Kevin H is writing for October newsletter due Sept 15th and Clover is writing November newsletter Due October 15th. –coordinate with Communication & Education committee
2. Host October meeting is Clover.
3. State of Congregation for October: Mary H, Jess & Barbara