

Unity Church-Unitarian: Meeting of the Board of Trustees December 14, 2016

The meeting took place at the home of Bill Gray at 488 Holly Ave.

Board of Trustees (BOT) members present: Stu Alger, Ginny Allen, Estelle Brouwer, Justin Cummins, Nancy Evert, Mark Foster, Peter Heege, Peggy Lin, Angela Newhouse, John Steiner-Manning, Bailey Webster

Executive Team (ET) members present: Janne Eller-Isaacs, Rob Eller-Isaacs, Barbara Hubbard

Others present: Laura Park, Unity Consulting; Nic Cable and Jessica Clay, ministerial interns; Vicki Stewart, ARLT

Following dinner and socializing, Justin Cummins called the meeting to order at 7:10 p.m. Mark Foster offered an opening reading.

Prophetic Leadership

Reflections of departing, continuing and newly elected Trustees

Departing Trustees Peggy Lin and Ginny Allen offered reflections and insights from their years of service on the Board, as well as encouragement to continuing Trustees as they enter a uniquely challenging time in the life of the church. While Hal Freshley was not present, Justin Cummins will ask him to submit reflections in writing.

Continuing Trustees Justin Cummins, Mark Foster, Angela Newhouse, Stu Alger, Bailey Webster and Estelle Brouwer reflected on the challenges and achievements of the past year and opportunities for the coming year.

Newly elected Trustees Peter Heege, Nancy Evert and John Steiner-Manning offered reflections on opportunities for the coming year.

Themes emerging from these reflections included preparation for the upcoming ministerial/ET transition, preparation for the upcoming development of new Ends statements, the importance of continued Board capacity development, what was learned from the Board's recent Sanctuary discussion, continued attention to the covenant with Above Every Name, and how the Board will continue to work on anti-racism.

Subteam formation

A discussion was held regarding subteams for the coming year, resulting in the following assignments. ("C" indicates convener; "R" indicates recorder.)

	Policy	Transitions	Board Capacity	Communications & Linkage	Evaluation
Stu A.		X		X (C)	

Estelle B.	X			X	
Justin C.	X (C)		X		
Nancy E.		X (R)		X	
Mark F.	X (R)		X (R)		
Peter H.		X (C)	X		
Angela N.		X			X (C)
John S-M.				X (R)	X (R)
Bailey W.			X (C)		X

Additional discussion points related to subteams included:

- Nominations responsibility will be under the auspices of the Board Capacity subteam.
- Board self-evaluation will be the responsibility of the Board Capacity subteam rather than the Evaluation subteam.
- Linkage will be the responsibility of the Communications & Linkage subteam.

Business Matters

Consent Agenda

Mark Foster moved approval.

Peter Heege seconded.

The motion passed.

Monitoring

Executive Team Report

II.E. Financial Condition

Barbara Hubbard highlighted key financial indicators, noting that cash on hand is typically a little on the low side. Additionally, she noted that the standard of 3-6 months of cash on hand is aspirational and rarely met among nonprofits. Rob noted that we would still like to have more of a cushion than we do.

Stu Alger moved to accept the Executive Team Report as compliant within the limitations of Policy II.E. (Financial Condition).

Angela Newhouse seconded the motion.

The motion passed.

II.H. Communication & Counsel

Barbara Hubbard report that the final payment on Unity's construction loan has been made to Western Bank. The new mortgage is for \$1,950,000, with a 4% interest rate locked in for 5 years. Debt service of \$142,500/year will be addressed through capital pledges. Unity's goal will be to pay down the principal as quickly as possible.

Rob Eller-Isaacs reported on formation of the Beloved Community staff team. Janne Eller-Isaacs reported on several developments related to Unity's status as a sanctuary congregation. Lorelee Wederstrom has agreed to manage the shower construction project and a donor has come forward. Space for use by those to whom Unity may offer sanctuary will be identified and carpeted. The sanctuary/refugee team will meet again in January.

Janne reported that Unity is collaborating with other UU congregations to charter a bus to the Women's March on Washington. There will be an estimated 70-100 people from Unity going to the march.

Rob reported that the organ will need about \$70,000 in renovation/restoration work in about 1.5 years. Conversations are underway about how to cover those costs, whether through capital pledges or a targeted appeal.

Mark Foster moved to accept the Executive Team Report as compliant within the limitations of Policy II.H. (Communication and Counsel to the Board).

Bailey Webster seconded the motion.

The motion passed.

Debriefing/Potential Future Training Topics

Justin Cummins noted that the January Board meeting will be in a retreat format, and asked Trustees to prepare by thinking about goals for the Board and for themselves as individual Trustees for the coming year.

Justin Cummins gave a closing reading.

The meeting adjourned at 9:05 pm.

Immediately following adjournment, Barbara Hubbard asked Trustees still present to reconvene to consider a motion related to the new mortgage.

Peter Heege moved that the Board authorize Justin Cummins and Estelle Brouwer to sign mortgage closing documents on behalf of Unity Church.

Mark Foster seconded the motion.

The motion passed.

Respectfully submitted, Estelle Brouwer, Secretary