

Unitarian Universalist Church of Annapolis
Board of Trustees Meeting
UUCA Library; June 11, 2018; 6:45 pm – 9:20 pm
Minutes Approved

Board Attendees: Kari Alperovitz-Bichell, Craig Beyler, Jane Carrigan, L.E. Gomez, Stan Haavik, Rob Malone, Heather Millar, Kathleen Rolenz. **Unable to Attend:** Dianne Moreau. **Additional Attendees:** John Crestwell, with Evelyn Spurgin Representing the Governance Team.

Chalice Lighting and Opening Words: Craig

Brief Check-in: All

Powerful Question: Heather

What are a few of the unique challenges that you see present during the interim time?

Approve May Board Meeting Minutes: Jane

Jane will send the minutes to Heather and then to all other Board members. We shall approve them at the July Board meeting.. The process to get the minutes on the website is to give the approved minutes to Maurita and she will put them on the website. Now they are pass protected but Kathleen will check to see if that is necessary. Maurita has set Google docs to give all Board members administrative authority.

Follow-up Item—Governance Team Update in light of Meeting with David Pyle: Craig and Evelyn Spurgin

- We met on Saturday, June 9, with David Pyle. We are looking at Level I,II, and III questions. David suggested we present prototype documents to the stakeholder groups; this caused some consternation since it greatly affects the timeline. We could share summary documents for interim approval while final proposals are being completed. If other stakeholder groups should be consulted, the Board can decide to share the summary documents with them. Bylaws should be as simple as possible,
- Timeline: The Team will present final proposals for UUCA Constitution and Bylaws to the Board in October. The Congregation should be ready for a vote at our April 2019 Congregational Meeting.
- The current charge for the Governance Team ends at the end of October. A new charge needs to be written for the next phase of educating the congregation, presenting the bylaw changes and revising the Board Policies.
- There are hot--button issues that are raised with this work. For example, Robert's Rules may need to be reconsidered.
- We suggest setting a joint meeting with the Governance Team and Board on August 27, date to be confirmed. Board members should hold this date

on their calendars.

Board Reports:

- **Finance Officer Report: Kari**

The timing of when financial reports are available does not match our Board meeting dates. Kari and Kathleen will meet with Diane Briar-Wharton, accountant for the church, to work on getting more detailed and timely reports. Past actual figures for 2 years plus current budget and year to date are needed for the Board members to fulfill their fiduciary oversight responsibility.

- **Senior Minister/Associate Minister Report: Kathleen, John**

- Disruptive Behavior Policy – received in June and will be voted on in July.
- New Website Design – Projected launch date is September 1 dependent upon funding. The amount is under the threshold to require Board action but Kathleen wants the Board to be aware of the \$3400 cost. Kathleen has worked successfully in the past with this web designer who uses Word Press to create the website. Once created, UUCA will be able to update the site.
- Diane Goforth's memorial service will be July 28th.
- Craig will forward to the Board Rev. John's email concerning the future of the Awake Ministries.
- What information would the Board like to see on a Dashboard? Kathleen will put several documents from Unity Unitarian on Google Docs for Board members to consider.
- In July Kathleen's Interim Minister Transitions Evaluation and Support Team (TEST) will present their report to the Board.
- We are looking at how people can volunteer, how to connect people with committees and areas of interest.
- The DRE position is still not filled. A candidate withdrew. Other congregations are also having difficulty filling DRE positions.

As we continue our meeting, let us take time to consider our work in light of the 8th Principle to accountably dismantle racism and other oppressions in ourselves and our institutions.

Action Items: Heather

- **ACTION:** Motion made by Heather and seconded by Rob to approve the recommendation from the Finance Committee for disbursement of the Abernethy gift. Approved. **8th Principle:** This expenditure makes a clean and inviting space for BBC and Black Lives Matter work to take place while setting aside a portion of the gift to be used directly for social justice, etc. The July Board Highlights article will report on this gift and the process used to arrive at how funds are being allocated.

- **ACTION:** Motion made by Jane and seconded by Heather to accept Leika Lewis-Cornwell's Letter of Agreement as Ministerial Intern. Approved.
- **ACTION:** Motion made by Kari and seconded by Craig to authorize Rev. Kathleen Rolenz to perform marriages. Approved.
- **ACTION:** Motion made by Rob and seconded by Kari to authorize Leika Lewis-Cornwell to perform marriages. Approved.

Board Covenant: Heather

Hold for July.

Calendar and Highlights:

- Note dates on the Calendar
- Kari will write the Highlights article about the use of some of the Abernethy gift to upgrade facilities and office equipment. She will include that new carpet will be selected and installed and that those interested can participate by contacting Dianne.

Expectations for next Board Meeting:

- Kathleen's Interim Minister Transitions Evaluation and Support Team (TEST) will present
- Disruptive Behavior Policy vote
- Approve May minutes
- Consider metrics around our Ends Statements
- Rob to Open and Close

Check-out: All

Are we living up to our commitments to the Congregation and to each other?

Closing Words and Extinguishing the Chalice: Craig

Submitted by:

Jane Carrigan, Secretary and Heather Millar, President