

Unitarian Universalist Church of Annapolis
Board of Trustee Meeting – UUCA Library
April 22, 2019 from 6:50 - 9:48 PM
Minutes Approved July 23, 2019

Board Attendees: Heather Millar, Craig Beyler, Kari Alperovitz-Bichell, Caryn Jackson, Dianne Moreau, Rob Malone, Stan Haavik, Peter Morse and John Crestwell. **Other Attendees:** Jane Carrigan, Carrie Kotcho and Kathleen Rolenz.

Opening Words: Kathleen

Endowment Committee: Heather

- **ACTION:** Motion made by Dianne and seconded by Stan to accept the following recommended members to the Endowment Committee: Jackie Heimbuch (Chair), Dan Moreau, Jan Sprinkel, and Phyllis Marsh for one-year terms; and Caroline Hadley, Don Patterson, Bob Ertman, and Staff Warren for two-year terms. Reflection on the impact of this action in light of the 8th principle. **Approved.**
- The Board noted that because the Endowment Committee recommends their own members, we will need to increase their 8th principle awareness.
- **ACTION:** Motion made by Heather and seconded by Dianne to approve, as distributed today and amended tonight the Endowment Policies. Reflection on the impact of this action in light of the 8th principle. **Approved.**
- **ACTION:** Motion made by Craig and seconded by Heather to approve the request of the Endowment Committee to move \$2,000 from the Memorial Garden Fund to the Operating Budget. This is done every year to cover the maintenance cost of the Memorial Gardens. Reflection on the impact of this action in light of the 8th principle. **Approved.**

Adopt Board Policies: Craig

- The Board discussed and decided to form a subcommittee composed of Dianne, Heather, Stan, and Carrie, to review all Board Policy documents. By May 20, 2019, the subcommittee will give the BOT their recommendations on changes to those documents.

Assigning Executive Functions: Heather

- **ACTION:** Motion made by Craig and seconded by Kari to appoint Rev. Kathleen Rolenz as the Executive. Reflection on the impact of this action in light of the 8th principle. **Approved.**

Approval of Board Minutes: Caryn

- **ACTION:** Motion made by Stan and seconded by Peter to approve the Minutes of the March 25, 2019, Board meeting, as distributed tonight. Reflection on the impact of this action in light of the 8th principle. **Approved.**

The Board welcomed our future Board members, Jane Carrigan and Carrie Kotcho, who were elected at the April Congregational Meeting.

Follow up on the April Congregational Meeting:

- The Board described the Congregational Meeting as successful and atmosphere as generally good. The vote for the Search Committee went well. Members felt the use of 3 by 5 cards to record the vote for the Bylaws was an excellent choice. Members took time to reflect on the 8th Principle and complete a 3 question Activity Sheet. A summary of responses was published in the May Highlights issue and is attached to these minutes. The BEEC2 presentation and vote and elections went well. All felt the Shining Lights presentations were great. Support for continuing the Right Relations Team process and data collected was expressed.
- Carrie and Peter will look further into the Right Relations process and the data collected.
- The Board decided to share the raw data collected on the 8th Principle Activity Sheets with Building the Beloved Community group.

Reports to the Board:

- **Finance Report: Kari**
 - Board reviewed April 2019 finance report. It was noted that the budgeted income exceeds actual income by about \$20,000 because January and February 2019 contributions were lower than projected. March contributions were on target .
 - We are down about 15 members but the thought was this was not too concerning because those members were not active and we are keeping better track of our members.
 - Still looking for volunteers to lead our Fall fundraiser.
- **Minister's Report: Kathleen and John**
 - Board reviewed Administrative and Ministry Team report.
 - Kathleen drew our attention to several matters. First, we have changed the name of our "Religious Education" program to "Faith Formation" and Kathleen has hired a new director: Julie Burman. Second, Kathleen suggested some metrics to watch yearly each May to help better inform the staff and BOT of where to make changes, if any. Third, a "dream" piano has been found and we are close to purchasing it. Fourth, we reviewed a chart listing ministerial and executive functions. Board discussed the weight given to these functions. Fifth, Kathleen suggested that we finalize "Policy J". Heather, Peter, John and Stan will look into.

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

Plan to Charge the Search Committee: Heather

- The Board discussed the charge to the Search Committee and the manner of informing the congregation.
- **ACTION:** Motion made by Heather and seconded by Stan to recommend to the congregation that the Board charge the Search Committee to find the best available candidate and to find a candidate to co-lead with John. Reflection on the impact of this action in light of the 8th principle. **Approved.**
- Heather, Stan, Jane, and Carrie will gather information about the charge to share with the congregation.

Calendar and Highlights Review: Heather

- Board Retreat May 11, 8:30 to 3:00 with Heather providing breakfast

- Congregational Conversations about the Board's Charge to MSC: 4/28 Middle Hour, 5/12 After Hour, 5/14 7:00 pm at church and via Zoom,
- May Highlights: Written by Heather about the Congregational Meeting.
- June Highlights: Kari re: finances

Expectations for May 28 Board Meeting:

Opening/Closing – John; committee assignments; appoint GA Delegates; Kathleen's contract; covenants for the Board, Executive, Called Ministers; Board Reports; metrics; Policy J re 8th Principle

Closing Words: Kathleen

Submitted by: Caryn Jackson, Secretary