

**Unitarian Universalist Church of Annapolis**  
**Board of Trustee Meeting**  
**January 14, 2019 from 6:45 - 9:43 PM**  
**Resumed on**  
**January 28, 2019 from 6:45-9:45 PM**  
**UUCA Library:**  
**Minutes Approved**

**Board Attendees:** Heather Millar, Craig Beyler, Kari Alperovitz-Bichell, Caryn Jackson, Dianne Moreau, Rob Malone, Stan Haavik, L.E. Gomez, and Rev. Kathleen Rolenz. **Other Attendees:** Staff: Rev. John Crestwell and Leika Cornwell-Lewis; Transition Team: Linda Rhoads

**Opening Words:** Caryn

**Brief Check in:** All

**Approve December Board Minutes**

- **ACTION:** Motion made by Heather and seconded by Dianne to approve the Minutes of the December 10, 2018, Board meeting, as corrected tonight. Reflection on the impact of this action in light of the 8<sup>th</sup> principle. **Approved.**

**Report from Kathleen's Transition Team: Linda Rhoads**

- The Board reviewed the Transition Team's 12-month, 12-page report of Kathleen's work that was shared and a few edits were identified and additional information provided. Linda and Heather will meet to complete the Board's input to this document.

**Selection of Search Committee:**

- A concern was raised that during the ministerial search the Board has not but should discuss what type of ministerial structure best suits our church, i.e., co-ministers, executive/non-executive ministers, or another combination.
- Discussion on why the Board should vote to approve the process of selecting candidates to the search committee.
- **ACTION:** Motion made by Craig and seconded by Heather to form a Board committee, named the Planning for the Selection of the Ministerial Search Committee Team, to propose details for the procedures to be followed to select the members of the Ministerial Search Committee. The Process outlined by the UUA for the nomination of members to the Ministerial Search Committee, [www.uua.org/sites/live-new.uua.org/files/settlement\\_andook.pdf](http://www.uua.org/sites/live-new.uua.org/files/settlement_andook.pdf) page 23-24, will be used as a guide for the proposed plan. The Team's plan will be approved by the Board of Trustees. **APPROVED.**
- **ACTION:** Craig moves and Dianne seconded the motion to appoint Heather Millar (Co-Chair), Rob Malone (Co-Chair), Stan Haavik, and Nancy Somers to the Planning for the Selection of the Ministerial Search Committee Team. Reflection on the impact of this action in light of the 8<sup>th</sup> Principle. **APPROVED.**
- Discussion about self-nomination and self-nomination form.
- **ACTION:** Motion made by Craig and seconded by L.E. to approve a process for a published self-nominating plan. **NOT APPROVED.**

- Discussion about the Plan to contact each congregant about who they would recommend to the Search Committee. Discussion about sending all congregants an e-mail and physical letter before the calls. Dianne and Heather volunteered to help the office send the letter. Calls/contacts with the congregants are to begin on January 30 until March 3.

#### **Reports to the Board:**

- **Finance Officer Report: Kari**
  - End of year review is not yet final but current data suggests the \$8,000 deficit will disappear when endowment is tapped as planned.
  - Kari is to follow up with the finance committee to discuss “depreciation.”

**We considered our work in light of the 8<sup>th</sup> principle to accountably dismantle racism and other oppressions in ourselves and our institutions.** We discussed that we are planning a mini-retreat for Board members to discuss how we implement and hold ourselves accountable for implementing the 8<sup>th</sup> principle in our work and throughout the church. It was noted that at this time the focus of the BBC and the 8<sup>th</sup> principle are different. The former looks to the UUCA for progress in dismantling racism in our institution and ourselves and the latter looks to both the UUCA and the larger community. More conversations are needed to develop clear accountability measures. The Board also needs to discuss the ministerial transition with regard to John’s role in our church. Heather will send an e-mail to determine what date works best for most, either January 29 or February 9.

- **Senior Minister/Associate Minister Report: Kathleen and John**
  - Board reviewed five-page executive report.
  - Kathleen focused our attention on two items. First, she discussed that she and John are acting like co-ministers rather than Senior and Associate ministers, although she technically is John’s supervisor. She presented a chart delineating their responsibilities and noted that currently she is doing more managerial/executive work while John’s tasks have a more program and pastoral focus. Second, Kathleen selected Annapolis Immigration Justice Network (AIJN) as the recipient of the \$10,000 the Board had approved for immigration justice. Discussed that AJIN is vetted through the United Church of Christ, that we have a relationship with AJIN, and that the decision about which immigration justice program to support was an executive decision.
  - Kathleen recommended that Board members have training in accountably dismantling racism and other oppressions in ourselves and our institutions and reminded us about the all-day anti-racism workshop on January 26 that she and others are attending.
  - Leika described the components of her two-year internship with the first year focused more on congregational affairs while the second year shifts outward toward social justice.
  - John related that he and Kathleen had determined a plan for restorative justice for the young man who stole our BLM sign that did not involve the law, but that members of BBC disagreed with the plan and suggested a more formal restorative justice process outside of UUCA. L.E. also disagreed with the ministerial plan. Kathleen was developing a continuing plan that would be implementing it in the near future.

#### **Governance Team Report: Heather/Craig**

- Reviewed the formal process for members to propose amendments to the new Bylaws.
- **ACTION:** Motion made by Craig and seconded by Rob to adopt the Proposed New Bylaws Plan for Amendments, as amended tonight. Reflection on the impact of this action in light of the 8<sup>th</sup> Principle. **APPROVED.**

- Board recessed until January 28, 2019, at 6:45 p.m. at which time we will work on the Bylaws, recommendations to the Bylaws, and timing. We will also have an additional Board meeting on February 25, 2019, to do the same.

**Closing Words – Caryn**  
**Recessed.**

**Resumed meeting at 6:45 p.m. on January 28, 2019.**

**Board Attendees:** Heather Millar, Craig Beyler, Kari Alperovitz-Bichell, Caryn Jackson, Dianne Moreau, Rob Malone, and Rev. Kathleen Rolenz. **Other Attendees:** Staff: Rev. John Crestwell and Leika Cornwell-Lewis.

**Opening Words: Heather**

**Brief Check in: All**

**Governance Team Report: Craig/Heather**

- Reviewed and discussed the 12 recommendations of the Governance Team (GT) about changes in governance and the Board had the following thoughts and took the following actions:
  - Recommendation #1 – no change
  - Recommendation #2 – discussed filling the agent role
 

**ACTION:** Motion made by Heather and seconded by Dianne to appoint Rob as our residential agent. Reflection on the impact of this action in light of the 8<sup>th</sup> Principle.

**APPROVED.**
  - Recommendation # 3 - about educating our congregation about governance, we discussed that we are changing our ministerial search through the new Bylaws by deleting the senior/associate minister distinction and we need to specifically educate our members about this change
  - Recommendation #4 - we noted that we need to look at this further
  - Recommendations #5 – we noted that we need to look at this further
  - Recommendation #6 – we discussed that the Nominating committee chair is not an elected member of the Board and therefore does not vote
  - Recommendation #7 – no change
  - Recommendation #8 – about the Strategic Plan and Ends Statements, discussion that Laura Park with Unity Consulting could help train those running cottage meetings for ministerial selection to include Ends Statements discussion so instead of “How would you describe this congregation to its prospective ministers? maybe “What qualities of this congregation would you particularly highlight for a prospective minister? or What would you envision our congregation and our new minister creating together?”
  - Recommendation #9 about the budget, Kari will check with finance committee about term limits
  - Recommendation #10 – no change
  - Recommendations #11 - Heather will ask YRUU about changing UUCA membership to begin at 16 years of age
  - Recommendations #12 – we discussed that the Governance Team will rewrite and deliver Governing Policies and Executive Policies to the Board, which the Board will review with no set deadline

- Reviewed new Bylaws by section:
  - **Section II, bullet one –**
    - **ACTION:** Motion made by Heather and seconded by Kari to change “The inherent dignity and worth of all people;” to “The inherent dignity and worth of every person;” Reflection on the impact of this action in light of the 8<sup>th</sup> Principle. **APPROVED.**
    - Dianne and Heather will look into moving the 8<sup>th</sup> principle language into the bullets.
  - **Section III - Heather will have YRUU consider this issue.**
  - **Section V, Section A. –**
    - **ACTION:** Motion made by Kari and seconded by Heather to change “Congregational Meetings of UUCA shall take place at dates, times, places and agendas determined by the Board of Trustees. At the Annual Congregational Meeting members shall vote for all elected officials, reports shall be made and any other business transacted. At the regular Congregational Meeting held before the end of the fiscal year members shall vote on the budget for the coming fiscal year.” to “Congregational Meetings of UUCA shall take place at dates, times, places and agendas determined by the Board of Trustees, at least annually. At the Congregational Meetings members shall vote for all elected officials, reports shall be made and any other business transacted. Additionally, at a Congregational Meeting members shall vote on the budget for the upcoming fiscal year.”
    - We voted to table our vote approving the new language until Heather could run it by Evelyn.
  - **Section V, Section C. –**
    - **ACTION:** Motion made by Rob and seconded by Kari to change “Board of Trustees members shall be elected at the Annual Meetings of UUCA from among the voting members of the Congregation.” to “Elections for the Board of Trustees shall be held each year at a Congregational meeting.” Reflection on the impact of this action in light of the 8<sup>th</sup> Principle. **APPROVED.**
  - **Section VI, Section C., 1. & 2. –** Leika will draft a transition Bylaw document.
  - **Section VI, Section C., 4. –** Heather will work on this to keep the staggering of start years for Board members.
  - **Section VI, Section D., 2. bullet one –**
    - **ACTION:** Motion made by Kathleen and seconded by Kari to change “Speak with one voice;” to “Speak with one voice, after a decision is made by vote of the Board;” Reflection on how this action reflects the 8<sup>th</sup> principle. **APPROVED.**
  - Board noted that we should remove bullets in Bylaws and replace with appropriate numbering.
  - Planning for Congregational conversations about settled form of ministry: discussion about framing for the congregation the discussion about the model we want for our ministers, away from a rigid idea of the roles of our ministers to what kind of church do we want to be – growth oriented, family oriented, spiritual oriented, justice oriented. John stated he wants co-equal power and responsibility with the new minister.
  - Discussion to expand our retreat on the 8<sup>th</sup> principle into two retreats. At the first retreat we will focus on race and our ministry/ministerial search, and at the second retreat we will

focus on the Board and how it implements the 8th principle in other ways. It was agreed that the first retreat will occur on Sunday, February 24<sup>th</sup> from 1-5 pm at Kari's house.

- Board members were given their packet of names to contact and the letter that was sent to each member detailing the process of selecting the Ministerial Search Committee.

**Expectations for next Board meeting**

Opening/closing: Leika

Progress of congregational contacts by Board for search committee;

Review new Bylaws.

**Submitted by:** Caryn Jackson, Secretary