

**Unitarian Universalist Church of Annapolis**  
**Board of Trustees Meeting**  
**Via Zoom; January 31, 2021**  
**Zoom Link:** <https://zoom.us/j/92252637488>  
**Meeting ID:** 922 5263 7488  
**7:10 pm – 8:59 pm**  
**Approved Minutes**

**In Attendance:** Carrie Kotcho, Kari Alperovitz-Bichell, Heather Millar, Jane Carrigan, Peter Morse, Rev. John Crestwell, Rev. Anastassia Zinke, Jenn Pollitt Hill, Stan Haavik, Linda Mundy

**Accountability Observer:** Jenn

**Chalice Lighting and Opening Words:** Jane

**7:10pm**

**Check-in:** All

Each shared 3 words.

**Board Policies:** Heather

Heather walked the Board through the work she, Jenn, and Jane did to review and update our Disruptive Behavior Policy. They updated the policy based on the original and aligned language with our SAE model. They used the term “disruptive” behavior because it is in our bylaws this way. Heather shared that UUA recommends we change it to “destructive” when it’s time to change the bylaws because sometimes disruption is necessary for positive change, and the behavior we are targeting is destructive in nature. Board members discussed the updates to the policy.

**ACTION:** Motion made by Peter and seconded, to approve the revised Disruptive Behavior Policy as updated on 11/11/20. Discussion. 8<sup>th</sup> Principle Considered.  
**APPROVED.**

Heather provided an overview of the Change Process for Governing Documents Policy. The changes to the policy outline the procedure needed if the Board rejects or makes a revision to a proposed amendment to the bylaws that the proposer did not agree with.

**ACTION:** Motion made by Carrie and seconded, to approve the revised Change Process for Governing Documents Policy as updated on 1/31/21. Discussion. 8<sup>th</sup> Principle Considered. **APPROVED.**

**Endowment Committee:** Jane

Jane reminded the Board that the Lighthouse and ACT are typically each guaranteed a specific amount from UUCA, this year that amount is \$7200. The Board discussed and agreed that our target will be to give ~1% of our budget to ACT and Lighthouse each

year. The Board must vote to allocate Endowment Committee funds to add to the annual budgeted and the Share the Plate amounts to achieve this target.

**ACTION:** Motion made by Peter and seconded to authorize funds up to \$5000 from the Endowment Fund to be spent to guarantee \$7200 total from UUCA to the Lighthouse for 2021 and up to an additional \$5000 from the Endowment Fund to guarantee \$7200 total from UUCA to ACT for 2021. Discussion. 8<sup>th</sup> Principle Considered. **APPROVED.**

Heather reported that the Board needs to appoint members of the Endowment Committee to replace members ending their terms: Tony Hipszer, Don Patterson, Caroline Hadley. Members continuing to serve on the Committee are Liz Yoder, Staff Warren, Phyllis Marsh, Jackie Heimbuch. Discussion by Board members about size and composition of the Committee. The minimum number needed is 5. Several names were discussed. Heather will reach out to those discussed.

**Covenant: Heather**

As per prior Board discussion, Heather added the Subtle Acts of Exclusion (SAE) Model to our Board Covenant.

**ACTION:** Motion made by Jane and seconded to approve the Board's covenant as amended and posted on the Board Google Drive on 1/31/21. Discussion. 8<sup>th</sup> Principle Considered. **APPROVED**

Heather pointed out that we have discussed creating a Covenant between the Board and Ministers/Executives. Two additional Board members are needed to do this work. Jenn and Jane volunteered to work on drafting this new Covenant.

**GA Proposals: Heather, Anastassia, John**

Heather reported that there is a presentation being offered by Jackie Pruner February 21 and 27. It will report on GA 2020 and look towards GA 2021. Board members discussed ways to involve and encourage more UUCA Youth to attend in 2021. Rev. John will look into this and report out next time. Rev. AZ mentioned that the Ministers are also looking to encourage members to sponsor virtual conference "buddies" to help increase participation.

Heather proposed several GA workshops for 2021 and beyond. One is on the process UUCA went through to approve the 8<sup>th</sup> Principle and another is on our Implementation of the 8th Principle to "accountably dismantle racism and other oppressions in ourselves and our institutions."

Rev. John and Rev. AZ submitted GA workshop proposals on Spiritual practices of Stewardship and Worship Leadership. They are considering a proposal for 2022 on Ministers of Equal Standing.

There was discussion about the process to submit workshops to GA. UUCA currently does not have a formal policy on that, but our process has been to first talk to one of the Ministers and any member can propose and hold a workshop.

### **Widening the Circle: Heather**

Heather gave the Board an overview of the *Widening the Circle*: Introduction, Trends, and Theology sections. The Board discussed whether to do sections of this monthly at our meeting or monthly along with the Congregation. Board members prefer to do this work along with Rev. AZ and the Congregation monthly.

### **Highlights of 2020: All**

The Board expressed appreciation for the report and for work that largely goes unseen by most members but that is essential for smooth operations and great worship. Board members also remarked at the increasing number of members despite the pandemic and general gratitude for having this report from the Ministers/Executives.

### **Accountability Observer: Jenn**

Jenn reported that we did check in on the 8<sup>th</sup> Principle consideration. Jenn checked the chat and made sure that comments there were discussed.

### **Looking Ahead: Heather**

- We will have our retreat with BBC, but not on Feb. 6
- GA Presentations February 21 or 27
- Congregational Conversations in preparation for the April meeting and to discuss the potential 300k bank loan to complete the updated BEEC2 Phase 1 proposal.
- Our next Congregational Meeting is April 11

### **Expectations for February Board Meeting: Heather**

- Accountability Observer: Jane
- Opening/Closing: Stan
- Congregational Conversations
- Policy Review: Executive Limitations
- Board/Executive covenant
- Amendment to the bylaws proposed by Pat Fleearty

### **Check-out: All**

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

**Closing Words and Extinguishing the Chalice: Jane**  
**Submitted by Carrie Kotcho, Secretary**

**8:59pm**