

UUFC Board of Trustees November 10, 2014

*Present: Kyle Jansson, Jamie Simmons, Linda Hardison, Marcia Shaw, Jean Townes, Judy Malouf, Monica Jacobson Tennessen, Kathy Kopczynski, Heather Emberson, Beany Kunis
Jill McAllister*

Meeting called to order at 7:05 pm.

Consent Agenda

- Consent Agenda items:
 - o Approve minutes of October meetings
 - o Accept Treasurer's Report
 - o Accept Minister's Report
- Removed Minister's Report, Treasurer's Report
- Judy Malouf moved, Beany Kunis seconded we approve the remaining item on the Consent Agenda.
- Approved with none opposed.

Explaining why the board chose "Resolving our space needs" as a goal

- Trustees had roleplay conversations, started with a variety of possible questions that UUFC members and friends may ask us in light of our adoption of "resolve how to move forward on our space needs this year" as a Board goal.

Administrative Review Subcommittee Goals:

- This subcommittee will design the potential position of Business Manager for the Fellowship.
- Will also work to clarify professional and volunteer staff roles: what work has been done by volunteers but would be more appropriately done with paid time.

Leadership Development Subcommittee Goals:

- This subcommittee will work to define terms "leadership," etc.
- Will support having multiple paths to leadership, while simultaneously having some preparation that's not exclusive but is consistent, encourage succession planning.
- Marcia will send out a write-up within a week

Future Structures Subcommittee Goals:

- Revisions to dates: task force report to Board by March 15, open meetings from March 20-April 10, Board will announce its decision at the Annual Meeting on May 17.
- Discussion: expand period for congregational input
- "Decision" for Annual Meeting may mean presenting two ideas, may mean having a direction with open next steps

Education about Power, Authority, and Participation Subcommittee Goals:

- Subcommittee will create, assess, and distribute "Participants' Guide to the UUFC"

- Additional education can happen with conversations at key points - during the budget process, before the Annual Meeting, in discussion of 4-Council structure. Materials from these can also go into the Participants' Guide.

Subcommittees and Goals:

- Task forces to be formed to carry out each of the goals.
- Goals to be approved at our next meeting, prioritized.

Communication Committee Report:

- Jim Good presented a report and answered questions.
- Work shifted from Comm/Pub Committee to developmental Communication Coordinator position; while committees work on long-term projects (policy, website design), current UUFC communication needs require daily attention and staff time.
- New Coordinating Council may work on designing strategies/policies for communication which balance all areas of mission/work and the three peer councils (LRE Council, Program Council, Justice Council).

Treasurer's Job Description:

- Tim Emery resigning as Treasurer as of January 1. Looking at short- and long-term strategies in light of this.
- Working to determine what key things are the Treasurer's responsibility and what should be done by other volunteers or by paid professionals. Current responsibilities of the Treasurer are unsustainably large.
- Trustees of longer tenure (2+ years) are asked to reflect on past decisions when the Board needed financial information from the Treasurer, and send those reflections to Kyle Jansson. Trustees also need to think about what a Treasurer needs to be able to do as we work on addressing space needs and possibly head into a capital campaign.

Membership Contribution:

- Looking at determining the minimum contribution for this year, as specified in bylaws. Need to interpret what goes into that.
- Need a team to write a policy that can supplement the bylaws until that section of the bylaws can be updated and adopted.

Minister's Report (removed from consent agenda):

- Reference to change to *Policy 2.7 Relationship to Church Staff* in Minister's Letter of Agreement. A member of Committee on Ministry recommending change to policy and Letter of Agreement, adding requirement for Board approval for minister's hiring and dismissal of staff. Added requirement would be section 2.7.3.
- Marcia Shaw moved and Beany Kunis seconded that we reject all of 2.7.3 in deference to what is currently written in the ministerial Letter of Agreement.
- Passed with none opposed.

Create Social Justice Fund Program Task Force:

- Tabled until next meeting or resolved via email.

Create Facilities Naming Task Force:

- Tabled until next meeting or resolved via email.

GA Leadership:

- GA 2015 is in Portland, Board should lift this up for congregation and particularly lay leaders so it's on their radar to attend.
- Need to include GA information in newsletters, etc, and help congregation find ways to attend GA (buses for transportation to Portland, volunteer shifts to waive registration fees, etc)

Meeting concluded at 9:44 pm.