

UUCA Board of Trustees Meeting Minutes

23 Edwin Place

July 2, 2019

Present: Louise Anderson, Michael Beech, Cecil Bennett, Judy Harper, James Schall, Ryan Williams (via speakerphone during the latter part of the meeting), and Mariah Wright; Mark Ward (ex-officio)

Chalice Lighting/Opening

Reading: Judy

Getting to Know One Another: Topic – What could each of us do to improve the church? Responses included more adult RE, such as a book group; outreach efforts to raise our profile in the community; ways to get more members actively involved; more publicity for the board so that the congregation knows who we are and what we do, perhaps a larger presence in Sandburg Hall after services; and adult church “tourism,” particularly at area black churches, as middle school RE students do as part of the “Neighboring Faiths” curriculum.

IRS Resolution: Required by the IRS because this part of their compensation is tax free. A motion to approve the allocation of housing allowances for our ministers in the 2019-2020 fiscal year of UUCA in the amounts of \$15,000 for the Rev. Claudia Jimenez and \$20,320 for the Rev. Mark Ward was unanimously approved.

What’s Happening: In addition to many other topics on his written submission to the board, Mark mentioned the New Member classes to be held four times this year and solicited board members to be a presence there, one or two at each class, and board members signed up for these meetings. With regard to upgrading the lighting in Sandburg Hall, which will involve changing to LEDs, making switch locations more sensible and adding the ability to dim the lights, at a cost of about \$20,000, Ken Brame and Judy Mattox have offered a matching gift in the amount of \$10,000. The board approved a motion to use the Contingency Fund for this purpose rather than waiting another year to get the lighting changes done.

Board Task Sign-Ups: Mariah and Louise - Connecting Points, representing the board at orientation programs for incoming members (other board members to help as needed); Michael – Communications, overseeing Meet the Board inserts, maintaining the Board bulletin board, and keeping the Board webpage up to date; James – Maintenance of Policy Governance document, periodic review to keep the document current and bringing needed updates to the Board; Judy – General Assembly Delegates, helping to recruit delegates for the next General Assembly and presenting names to the Board.

Section IV, Policy G, Policy Governance Document: A report required every two years dealing with Executive Limitations with regard to the Execution of Contracts. The Board went over this report, covering July 1, 2017 – June 30, 2019, and we were satisfied that the Executive is in compliance with all requirements.

Year End Report on Achievement of Ends: Detailing the Executive's progress in meeting specified targets to achieve the ends set by the Board, this report details Executive accountability as part of our policy governance. Although we were unable to run any small group facilitator trainings this year and failed to meet our goal of monthly speakers during worship in support of our Social Justice ministry, nevertheless, significant progress has been made in all four areas chosen: Integrating families and children more deeply into the worship life of the Congregation, Reviving the Small Group Ministry program, Embracing the goal of "Sanctuary Everywhere" to guide our Social Justice work in the coming year, and Cultivating a climate of generosity. A four-to-five-year plan to be developed by the Stewardship Team (in response to the fourth end listed) will be submitted in a separate file.

IDI Presentation: Mark presented information to the board brought to his attention by Rev. Claudia, our Minister of Faith Development, concerning the Intercultural Development Inventory, a cross cultural assessment of intercultural competence, which is a tool that can help develop the multicultural lens through which policy governance is enacted at UUCA as our leadership sets the tone for a faith community that is welcoming to all, as we seek to address issues of white fragility and unintentional lack of

hospitality toward members of marginalized communities. The initial proposal would involve commitments from the Board, Staff and other designated members of the congregation to take a 45-minute online assessment, do an individual interview via Zoom, and then participate in a six-hour group training, tentatively scheduled for Saturday, Nov. 16th. The cost is \$100 per person. Cost for the entire board would be \$900, which we decided was feasible, especially in light of the fact that we spent none of our allocated funds

last year. Further funding would come from Staff Development budget. We will learn more about this next month when Rev. Claudia meets with us in person and Mark shows a 15-minute film about IDI.

Announcement: Mark shared with the board, in confidence, that he will be retiring next June. A general announcement to the congregation will be made on August 4th. Discussion ensued about the search for an interim minister, who usually serves the congregation for two years, as it seeks a permanent minister, and just what such a transition will involve. The Transitional Ministry Handbook was recommended to the board by Mark. At some point in the near future, a Ministerial Transition Committee will be formed, which will include at least one board member. Linda Topp, our Director of Administration, Rev. Claudia, our Minister of Faith Development, and Cecil, our board Vice-President, all have experience with ministerial transition. Cecil suggested that a good number for a transition committee would be seven. Board President Ryan Williams will prepare a summary for us of a book he is reading about ministerial transition.

Consent Agenda: The minutes of the June meeting were moved and approved.

Closing Reading: Judy

Executive Session Minutes submitted by Judy Harper, Clerk

August Volunteers: Dishes, Cecil, Dinner, Michael, Readings, Mariah, Blog, Judy

Board Council Meets: July 30th

Board of Trustees Meets: August 6th

August MEET YOUR BOARD: Nora and Clyde