

**First Unitarian Church
Board of Directors Meeting
6:30 PM in Social Hall
21 June 2011**

Members Present: Rob Leland, Geri Knoebel, June LeCrone, Tom Wofford, Jane Hendley, Anne Marie Silva, Kelly Street, Alice Demi, Nancy Kilpatrick

Members Absent: Erika Johnson-Jimenez, John Kwait

Members Ex-Officio: Christine Robinson

Guests: George Bakula, Gwen Sawyer, Linda Skye

Major Discussion Points	Motions / Action Items
<p>6:30 pm Chalice lighting and reading: Silva</p> <p>Review of customary agenda: Leland</p> <p>I. Consent agenda</p> <ul style="list-style-type: none"> • April 2011 minutes: Johnson-Jimenez • May 2011 minutes: Johnson-Jimenez • June 2011 Town Hall Meeting minutes: Johnson-Jimenez • Treasurer’s report on May finances and Capital Fund report: Knoebel • Charge statements creating Building Project Task Forces: Herrera • Senior Minister’s report: Robinson • Core staff report: Robinson • President’s report: Leland <p>II. New business</p> <p>A. Setting of financial campaign goal for Building Project: Leland</p> <p style="padding-left: 20px;">i. Framing of the issue :Robinson distributed handout "Some things to remember" (see attachment A) She emphasized that a good capital drive goal is an artful blend of doable amount, the right plan and leaders enthusiasm. She also presented the pros and cons of an ambitious goal and the pros and cons of a realistic goal. She discussed the possibility of borrowing in order to meet the goal; then future members can help pay for the project. She noted that the board needs to convince the congregation that we can meet the goal.</p> <p style="padding-left: 20px;">ii. DCT presentation, recommendation, & question answering: Skye/Kilpatrick/Knoebel Skye presented</p>	<p>Knoebel requested that April 2011 minutes be amended to include money data she presented to the board; May 2011 minutes amended to change guests to Dawn Lunt..</p> <p>Motion to approve consent agenda with the two amendments passed.</p>

the report of the DCT., including the composition of the committee, a discussion of their deliberations, and a "Preliminary Cost Analysis", Kilpatrick presented a revised model of the building plan. Knoebel discussed the advantages of going forward with the complete plan since building costs are lower now due to the recession. Bakula and Sawyer spoke to the advantages of the proposed plan. Skye noted that the decrease in costs and the more compact design gives us a lot more for our money than previous plan.

- iii. Board dialogue, decision, motion and next steps: Next steps: Board needs to demonstrate enthusiasm for the project. Place proclamation in the July Messenger re capital project. As many board members as possible should attend the July 3 special event, pot luck breakfasts and special service with presentation by DCT at which time Wofford will speak to the financial goal and the board's commitment and enthusiasm for the building project.

B. Consideration of proposed motions: Leland

- i. Bus Stop Easement: Robinson discussed the advantages of the granting the easement
- ii. Fundraising for Kenya UU Congregation Scholarships: Robinson discussed the enthusiasm of the membership for this project last year and that the timing shouldn't interfere with the capital campaign fund raising.
- iii. Contract signature authority: Robinson
- iv. Policy Governance Task Force: Kwait

Motion: Set the financial goal for the Building Project Capital Campaign at \$2.3 million with intent to build the full plan proposed by the DCT at the June 2011 Board meeting. Demi moved, Street seconded, all approved.

Motion: Request the Stewardship Committee to visit board members early in the Capital Campaign to solicit their pledges and/or contributions. Silva moved, Knoebel seconded, all approved.

Motion: To grant the city a formal easement for the land currently used by the bus stop, which is currently equipped and maintained by the Church. In return for this easement, the City will build a small shelter and grant us advertising space on that shelter for a period, and will clean and empty the trash can in the shelter. Kilpatrick moved, Knoebel seconded, all approved.

Motion: To request that Christine work with interested parties to raise funds at the end of July to send to the Kenya UU church for scholarships. Silva moved, Hendley seconded, all approved.

Motion: To add Senior Minister Christine Robinson to the list of Church officials authorized to execute contracts on behalf of the Church. Kilpatrick moved, Wofford seconded, all approved.

Motion: To create a Policy Governance Task Force consisting of John Kwait (Chair), Tom Wofford, Rob Leland and Christine Robinson. The task force is to propose a basic approach to Policy Governance in

v. Strategic Planning Task Force: Leland

C. Review/adoption of 2011 Board goals as revised by working group: Leland (15 min.) Board members discussed the revised goals and noted that they were much improved and more comprehensive now.

D. By-Laws: Street offered to revise the by-laws and to become fully knowledgeable of them and to serve as an interpreter of them.

July 2011 and to propose in due course an implementation of this approach covering finance functions of the Church. The task force is empowered to adapt its membership as needed. It is expected to engage the various financial constituencies of the Church as needed and to model an approach that can be applied over time to other critical governance functions of the Church. Leland moved, Kilpatrick seconded. All approved.

Motion: To create a Strategic Planning Task Force consisting of Rob Leland (Chair), June LeCrone, Kelly Street, Tom Wofford and Angela Herrera. The task force is asked to propose by August 2011 a basic approach to developing a five-year Strategic Plan for the Church. The approach should include an outline of areas to be covered and a mechanism to collect feedback from relevant constituencies and create a final document. The Task Force is asked to begin executing the approach, reporting such intermediate content as it deems appropriate and targeting approval by the Board and Congregation in 2012 if feasible. The task force is empowered to adapt its membership as needed. It is expected to engage the relevant constituencies of the Church and to model an approach that can be sustained with moderate revision by the next Board. Leland moved, Street seconded, all approved.

Motion to adopt the revised Board goals. Silva moved, Demi seconded, all approved.

- E. Open chair (for issues raised by visitors):
Leland: Sawyer reported that Barry Finkelstein stated he hasn't heard the same amount of enthusiasm for the programs that will go into the new building and he would like to see more enthusiasm in this regard.

III. Future agenda items

- Mid cycle Board Check-in
- Policy Governance approach and content
- Strategic Plan approach and content
- Board plan for the remainder of the cycle
- Personnel policy review (Ask personnel committee for feedback regarding satisfaction with the policies.)
- Bylaw change for 2012 annual mtg. re signature authority (Contact Bob Gutchen who worked on them in past and get his suggested revisions.)

IV. Important dates

- A. **July 3, 2011: Pot Luck Breakfast and Town Hall meeting to present Sanctuary Design & Campus Site Plan to Congregation**
- B. **July 5, 2011: additional Board meeting**
- C. July 19, 2011: Board Meeting
- D. August 16, 2011: Board Meeting
- E. August 28, 2011: Major Donor reception 5 PM
- F. September 20, 2011: Board Meeting

Respectfully submitted, Alice Demi