

**First Unitarian Church
Board of Directors Meeting
6:30 PM Social Hall
20 September 2011**

In Attendance:

Board Members – Kilpatrick, Demi, LeCrone, Wofford, Knoebel, Johnson-Jimenez, Street, Hendley, and Kwait.

Member Ex-Officio – Robinson

Others Attending – Herrera, Cushman

Scribe - Green

6:30 pm Chalice lighting/reflection: Demi

1. Administrative agenda

Opening – Kilpatrick

Vice-President Kilpatrick chaired the meeting due to the absence of President Leland. Suggested and led one on one discussions re: the Stewardship Kick-Off

A. August 16 Board Meeting minutes

Demi motion to approve as written, Hendley second. Passed unanimously.

B. Treasurer's report covering August 2011

Discussed and approved. Motion by LeCrone, Johnson-Jimenez second. Passed unanimously.

2. New business (requires a motion for action)

A. Policy Governance: motion regarding Board Operations: Kwait

Robinson, Wofford, Knoebel, and Kwait have been working on and presented a draft of what was determined to be called "the Principles of Board Operations". The goal is a policy v. a covenant that includes items such as: candidate requirements and "what a board member candidate is getting into". While it was agreed that further discussion is needed to flesh out, the immediate goal is a policy that can be used as guidance for the leadership succession committee; as well as how the board conducts itself.

Motion by Knoebel "First Unitarian Board adopts the Principles of Board Operations as presented by the Policy and Governance Task Force". Second by Demi. Passed unanimously.

B. Finance Committee report – Knoebel/Street - motion re: budget prep for 2012

The Finance Committee was agreeable to the staff preparing the budget for 2012. Board member Street has reviewed the by-laws, and feels the stated motion is well in line, and explained the requirements / responsibilities of the Board, as well as the Standing Finance Committee.

Wofford presented the amended motion "The Board authorizes the Finance Committee to ask the staff to create the first draft of the 2012 budget in the interest of continuing to make progress towards implementing policy governance but staying within the current by-laws. As a part of this process, the Finance Committee will conduct a hearing process to be held for Councils and Committee programs areas in the budget. Second by Street. Passed unanimously.

C. Budget priorities: Social Justice: LeCrone (motion)

Members of the Social Justice Council, Wintermute, Ronca-Washburn, and Nelson presented handouts describing funding practices. These indicate a 2% part of the budget be dedicated to Social Justice, as well as how they are currently funded. There was extensive discussion, as well as a request for models to address allocations of funding to Social Justice as an umbrella, which would then be distributed to other committees under that umbrella. The Committee Members present requested a measurable effort from the board to address their items in 2012.

The 2% requested amounts to \$14,000.00 in the current budget. The Board decided to leave current processes for budget in place and ask the Social Justice Council to bring the topic to the annual congregation meeting.

Motion by Wofford: "The Board commends the Social Justice Council for their efforts in Social Justice and research into a new funding model for the congregation and requests an informative presentation for the Annual Meeting, January 22, 2012. Second by Demi. Passed unanimously.

D. Support for Kenya congregation: Robinson (motion)

Senior Minister Robinson provided background on the concept of "Partner Churches". As a partner church, there is no specific obligation other than to remain on good terms with one another. The only cost is an annual \$50 fee for dues. This item was also recommended to be brought before the Annual Meeting in January, 2012.

Motion by Knoebel: "The board approves our congregation becoming a partner church of the UU congregation of Kitengala, Kenya, and directs Christine to join the Partner Church Council, with the first year's dues coming out of her Discretionary Fund if there is no room for budget increases". Second by Hendley. Passed unanimously.

E. Grant proposal support – Herrera (motion)

Assistant Minister Herrera read aloud the proposed letter of support from the Board that will accompany the Grant Request to the UU Funding Project. The proposed grant will be matching funds in the amount of \$6000.00 to be used for supporting on-going First UU immigration issues.

Motion by LeCrone: "The Board of Directors endorses the grant application proposal of the Immigration Issues Steering Committee and directs the Board designee to sign the required endorsement letter." Second by Street. Passed unanimously.

3. Discussion/Report items (no action required)

A. Core staff report – written document

No discussion.

B. Leadership Succession Committee: Cushman

There was discussion regarding the requirements to become a member of the board. The requirement of Retreat attendance generated lively discussion. The general thought was that this should be more of a guideline than a mandatory item that would disqualify a candidate. A suggestion that willingness to attend would indicate someone deserving preference was expressed. Succession Committee member Cushman indicated that the "Principles of Board Operations" would be a big help in selecting potential candidates. Two other items, email use and time with the church were suggested as preferred qualifications. Cushman requested feedback in the form of nominations for membership. She also expressed an interest in a future brainstorming session.

C. Update on solar project: Callahan

Ken Callahan presented an update on our solar project. The system currently provides 80% of our power needs, thus lowering our utility costs. Our rate is approximately 33% cheaper than PNM. Our contract is signed with Premium Power, as the original company felt they could not make enough profit on the deal. Mike Mattioli has taken on the project himself, and has indicated an interest in financing future panels (i.e. on the new buildings).

D. Synchronization Committee report: Kilpatrick

Kilpatrick presented a report on the Capital Campaign. Overall, the feeling was very positive with lots of good comments. She reported that Stewardship visits are underway, and a calling campaign is scheduled for November 2. Board members are expected to attend and make calls along with the Stewardship Committee.

E. Minister Compensation Comparisons: Hendley

Hendley provided handouts indicating comparisons for minister salaries in churches designated as Large I (500 – 749 members) and Large II (more than 750 members). The comparisons indicated low, median, and high ranges for ministers of varying time in the position, and in comparable economic code areas.

3. Future agenda items

- October: Adopt policy governance and strategy approaches, new architectural contract
- November: Major budget discussion, building campaign scope and borrowing
- December: Final building plan, final budget plan, by-law revisions

- January: Annual meeting, transition to new Board

4. Important dates

- A. October 18, 2011: Board Meeting
- B. November 2, 2011 Campaign calling committee 5:30 PM (Church Office)**
- C. November 15, 2011: Board Meeting
- D. December 13, 2011: Board Meeting
- E. January 17, 2012: Board Meeting
- F. February 3-4, 2012: Board Retreat

NB: Bold indicates non-recurring meetings at which maximal Board participation is requested.