

## UUCNH Board of Trustees Meeting Minutes

11/15/16

Board Members in attendance:

Ivan Baumwell  
Dennis Doubleday  
Jan Hoeter (JWH)  
Joyce Kepner  
Randy Minnich  
Ellen Saksen  
Robyn Travers

Ex Officio in attendance: Kristen Clarke,  
Jennifer Halperin, Scott Rudolph

Absent: Dawn Lindsay

1. Consent Agenda
  - A. Previous Month's Meeting Minutes (10/18/16) – No comments.
  - B. Committee Reports from Liaisons – No comments.
  - C. ES motioned; DD seconded - unanimous approval
2. Personal Introductions - Third Year Members
3. Governance Task Force update – JK - Review the RASCI – Chart of Responsibility, Authority, Support, Consulted and Informed. Tool used with Six Sigma. Going with the model that committees are on the board side and congregation on the Ministry Council side. Added an “S” for “Support” as this seems important to have as well. SR: Responsibility falls to the ministry council so that the board can focus on visioning and strategic planning. It is the ministry council's role to report on the liaison reports to the board. JK: GTF meeting tomorrow to pull together the RASCI chart for ministry council and covenant committee along with the amendment that reduces the board size to 7. IB: The board would vote to allow the presentation at the January meeting. The congregation will vote on the policy. This is the Governance Task Force presenting this change. JK: At our last meeting we talked about having some congregational sessions so that when the congregation sees it, there will have been opportunities for them to see this in advance. DD: Perhaps present this plan or the current plan. IB: Put on agenda for the mid-year meeting. SR: Listen to the full presentation first from the GTF. IB: Maybe present an up vote or a table vote or keep working at it.
4. Questions surrounding process: General –  
**Concluded:**
  - **Who to escalate to, if groups seem to not be facilitated well? Completely up to the group?**  
IB: The board liaison for that committee. DD: But then ultimately the board.
  - **Get to know each board member better: Not just one strength / weakness, but how and why do they “tick”, professional & private background.**  
IB: We are doing this with the introductions.
  - **Does it make sense for every board member to review all CARs and bylaws? Should there be an overview session?**  
IB: Not a bad idea to include the CARs. It might require a special session. JK: CARs are not cast in stone and meant to be living documents, and a review session makes a lot of sense. JWH:

Should there be an overview session on this? IB: I think a group session of the bylaws and CARs documents are important.

**Tabled:**

- **Each committee / group is responsible for its chairs / facilitators including successors, but what if that doesn't work? Who to escalate to?**
- **Should every board member read all committee liaison reports in full or should liaison (?) highlight what is important to know / discuss?**

IB: Board members rely on the liaisons to update us. JWH: A lot of us just copy what the committee chair sent, and I think that can be shortened dramatically for what is needed for the board. Ask the liaison to edit that. IB: I think they could, but I never felt like it was an issue. RT: I don't want someone taking away the voice of someone that wants to inform the board.

- **Reduce the size of the board to have more leaders for other tasks?**

"Serving with Grace" ideas –

**Concluded:**

- **Have each committee "own" a room, i.e. be responsible for overall cleanliness, furnishings, decorations ... (benefit for group: first pick if they need the room).**
- IB: No.
- **(How) do we ask each member to pick something (s)he can do for the church (nobody can do everything, but everybody can do something – and should do something beyond paying dues).**

RT: Created a list of who is volunteering. IB: When we see someone not donating money or under pledging, and approach with a directed plea, so could the Connections team approach someone that isn't volunteering or hasn't had a personal ask to get them to do it. RT: I think this is already being addressed. This is my to-do list for the year. I think part of this will be how do we ask.

- **Do we consciously want to set lower goals so there is more room for less efficient ways to get there? Would less efficiency allow for more time to engage deeply and mindfully?**

IB: In the book, there are a number of things such as reading the covenant, reading the mission statement, not board business but it takes up time on the agenda, and are we okay with that? I think the question is already being answered because we are doing this already.

**Tabled:**

- **Should we offer a personality assessment (DISC, Myers-Briggs, ...) for every chair, committee member, facilitator, everyone? Should results be public, i.e. other members can see overview to adjust behavior accordingly?**

JK: Always have the personality assessment as part of leadership training as a point of interest. I think people would be interested in seeing what theirs is. ES: Seems appropriate for LDT. Maybe we kick it back to LDT. IB: Who would be responsible for the results? DD: It's not free, so we would commit to pay for it. IB: One vote yes to offering assessments so we will table this.

- **Change labels: committee = team, chair = facilitator, ...?**

JK: Teams on ministry council side and committees on board side. DD: I like everyone being team.

- **Install a "vibe watcher", allow for "breath breaks" and "every idea is a good one for at least five minutes" in every meeting.**

JWH: Do we promote that for all our committees, teams, etc. IB: I would hope that every one of us is empowered to speak up to stop the meeting for a minute if necessary. JWH: I think the

board huddle can help to do that at the end. JK: I like the idea of raising the level to say it's okay to take a break. IB: We should all be vibe watchers.

5. Green Sanctuary Presentation – SR: It's a lot like the welcoming congregations program. The UA had a format that we went through, and it's basically the same thing. It's a credentialing program to be certified as a green sanctuary. Susie Wood has volunteered to spearhead this. It takes years to get through all of the pieces. You have about 11 projects that you commit to as a congregation. Brings sustainability for our church and looks at environmental justice. One of the focus areas is to create a more sustainable world. Susie talking with Tree Huggers to put these two groups together. Official endorsement at Jan. meeting. Systemic change meeting would like a board vote so we can move forward. RT: I would like to read about it too. SR: I will send you the info. IB: Will add to the agenda for the Jan. congregational meeting. DD: We have \$5,000 for this as well. SR: It becomes part of our history.
6. Update on Safety Preparedness - JWH: Under the impression that the Franklin police would like our questions. We came up with what we think should be done, and would like to put that before the police. Our next step would be to call them and talk to them. IB: Go for it and report back. JWH: We will internally update the list then send it to them. SR: Sent donuts for Franklin police after Iowa shooting, and they were appreciative.
7. Planning for Mid-Year Congregational Meeting – IB: Set a tentative date of January 22. We would have the board meeting beforehand. A lot of the requirements for notifying the congregation are much shorter term things like minimum of two Sundays, so I don't think there is anything pressing right now. As we go forward, we will ask committees to submit a mid-year report. Any other suggestions? RT: We need to come up with the people to thank. IB: Send me an email of people to thank and I will compile the list. DD: Set the time? Sooner after service. IB: 12 would be good. I would hope that the board would host for food and setup and takedown of the congregational meeting. Send me your ideas and pass onto committees that we will need a mid-year report.
8. Task Force Updates
  - A. Social Action – JWM/RM: SR reported on Green Sanctuary. No other news.
  - B. Connections – RT: I went into Breeze and tagged everyone that volunteers. Coffee Hour does not count. It's actually quite large. It's 109 people that volunteer. I included choir. Our membership is a little over 200, so over 50% doing the work. Interested to know who are the heavy hitters, and who is left. Doing the Deepening Connections with the Connections team. I think that certain things create connection more than others such as sending SR to Standing Rock. We connected about the election. I think what really helps is celebrating those victories together. We need to keep that idea going of celebrating our victories going. ES – communications team was there too so we combined efforts. Message important after election. IB: During this meeting, I received a msg. that some of the postcards are in limbo, so they have decided to try this again at the first of next year. We will ask again in Dec. for your permission.
  - C. Growth - ES: Boosting posts once a week for the next 8 weeks, and expose those posts over Facebook. Alex did the first two, and based on a blog or event at church, we will monitor which ones get the most likes and exposures, then boost those. It will help to drive traffic to the website that we can measure, and hopefully add bodies in the room. There are Facebook groups popping up now where we can facilitate these as well. IB:

From GA, changing how we do Meet the Church, and the Connections team will be meeting and hopefully implementing that in the first of the year.

9. New Business – DD: Finance committee asked for approval for board for changes to make to our insurance policy. We can save \$100 by changing the Little House coverage from replacement to depreciated so that makes sense. The other part is to spend \$100 on educators’ liability coverage for us and Bellwood against claims and they recommend we take it. No change in cost. RM: Move to accept; JK: Second – Unanimous approval.

RT: We lost our lay member. IB: Tasked to ask Matt Ferry, so I will email him with an invite. JWH: LDT invited the whole board to the invitation gathering. SR: We did have tons of new people. IB: Greeters have been informed and I will uninform them, but on the lookout for people coming as a result of the postcards. RT: Sign-in book now has an “Other” option.

Adjourn 9:02 –RT motion to adjourn; DD seconded – unanimous

Next board meeting: December 20, 7 pm

Action Item	Responsible Party
Send board the Green Sanctuary info.	SR
Add Green Sanctuary to the January Congregational meeting	IB
Contact Franklin police regarding safety preparedness list, then report back to the board	JWH & RM
Send IB a list of people to thank and ideas for the mid-year congregational meeting. Inform committees that will need a mid-year report.	All board members
Plan to host mid-year congregational meeting for setup, tear-down, and food on 1/22.	All board members
Continue to work on Task Force updates	Social Justice: RM, JWH, JK Connections: RT, DD Growth: IB, DL, ES
Inform the ushers that the postcards from the Milner Foundation are delayed	IB