

## Final Draft

### MINUTES (includes Meeting Notes) UUCD BOARD OF TRUSTEES October 9, 2017, 7:00 PM, Church Library

**Board members present:** Carol Corbett (Chair); Walter Fulde (Vice-chair); Karen Klussendorf; Odessa MacLean; Matt Seelke; and Barbara Clutter.

**Board member absent:** Liz Garman

**Others present:** Rev. Beth Banks (Senior Minister); Dani Lindstrom (Intern and Campus Minister); Valerie Olsen (Operations Co-chair); Jack Whitsett (Board Secretary); and Ann-Catrin Van.

#### OPENING ACTIVITIES

- 7:02 PM -- Carol Corbett called the meeting to order.
- Barbara Clutter lit the chalice.
- Board members and others present checked-in.
- Karen Klussendorf read the Board covenant.
- Matt Seelke served as time-keeper and evaluator.
- The agenda for the meeting was approved.
- Congregational input:

Ann-Catrin Van summarized current efforts to increase UUCD participation in the Chalice Lighter program. We now have about 8% of UUCD members who are participants. Efforts are currently underway to increase participation (e.g., using Sunday tabling in the Social Hall). Karen Urbano is currently the leader of the Chalice Lighters effort. Ann-Catrin also explained PCD Fall 2017 Chalice Lighter call to support members of congregations to attend Regional Assembly in Portland in April 2018. Further information is in the Chalice Lighters attachment.

#### ANNOUNCEMENTS

**Sanctuary Discernment Discussions** - Sunday, October 15, 12:30 - 2:00PM. Third of three discussions for input on the congregation's decision for future action in the Sanctuary movement as a congregation. Please be sure you've attended one of these discussions. The proposal must be finalized at least two weeks prior to the congregational vote – which is currently scheduled for October 29<sup>th</sup>.

**Program Council Meeting** Monday, October 23, 7:00 - 9:00PM. Please plan to attend. This is part of the Board monitoring function.

**Family Pot-luck gathering** Friday, October 27, 6:00 PM, if you want to be available to families as a Board member. Social Hall. Costumes, games, pizza, prizes.

**Membership Meeting** - Sunday, October 29, 12:30PM. Board presents the Sanctuary Discernment Team's recommendation for a congregational vote on Sanctuary. The board actually runs the meeting and handles the voting. (We need security person and several to handle voting.)

**Regional Training for Board members** Saturday, January 17, Unitarian Universalist Sacramento Society (UUSS). See Board packet. Plan to attend.

**Pacific Western Region Assembly** – April 27-29, 2018. Information in an attachment.

## **CONSENT AGENDA**

The Consent Agenda was approved unanimously:

1. Board Minutes of September 11, 2017.
2. Approval of COM nominees: Elli Norris and Jeanette Robertson.
3. Approval of revision of Sunday Collection policy.
4. Approval of revision to facilities rental policy to match employee handbook.

## **DISCUSSION AND ACTION**

The Vision Questions (Discussion led by Walt Fulde)

During the September Board meeting, the Board discussed items identified during the Board retreat brainstorming exercise about what the church could do or become in the future. The Board decided to change the focus to coming up with a process for addressing big, open questions. The Dan Hotchkiss book that the Board has been using as a reference provides an annual process and framework to address these questions.

The annual planning approach was presented to the Board as outlined in the book. The Board starts by identifying "open questions" to spark discussion among the board, staff and congregation. Then, the Board facilitates discussion among the congregation. The open questions lead to a vision of ministry which leads to goals for the staff. The budget follows the goal setting and the Board monitors the activities around the goals. An evaluation closes out the annual cycle at the end of the year and the process starts over again. The Board also works on developing a strategic plan which defines direction for the longer-term.

The Board discussed the importance of tailoring this annual cycle to our own purposes and bringing in the work already done by the Dream Team (in 2014-15). The annual cycle might be too short for our church and the book suggests that the activities can overlap from year to year. Also, there was a comment that strategic planning is trending toward shorter cycles (less than five years).

For this year, committee goals will be discussed and identified at the Program Council meeting this month. The Board can adopt these goals for monitoring and evaluation for this year. Some budget review should also happen this year once committee goals are approved.

5. Senior Minister report (Beth Banks)

- The Minister's report is an attachment, and Beth had nothing further to add.

6. Finance Report Questions (Karen Naliboff was not present for this meeting)

- The Finance reports are included as attachments.
- The Board (with input from Valerie Olsen) discussed status of installation of new restroom in the Bridgehouse. This has become a much lower priority, due to the availability of restrooms for use in the Cottage. The Finance Committee suggests that the Board form a sub-committee to explore building needs at the Bridgehouse.

7. Solar Project (Carol Corbett)

- The Board engaged in a relatively lengthy discussion of the issues surrounding this proposal, including what the Board needs to decide.
- Board members expressed gratitude to Lynne Nittler and Judy Moores for their work in creating their proposed and their funding ideas for the project.
- Liz Garman's memo to Carol Corbett (an attachment) was discussed. Questions were raised as to whether the solar project is consistent with Church objectives.
- In the discussion, it was pointed out that the project needs to be studied more – for example, would a reasonable alternative be to buy power from an environmentally valid and renewable source. A clearer proposal would be helpful – which could be from the Operations Co-chairs.
- A motion was made by Karen Klussendorf and passed unanimously, as follows: “The Board supports the idea of using solar, or other renewable energy sources, at the Church. The Board is sending a request for more information to Operations, and to staff, for further investigation.”

#### 8. Who should choose recipient of Christmas eve service collection? (Carol Corbett)

- Historically, the recipient of the collections was the Rotating Winter Shelter.
- A motion was made by Carol Corbett and passed unanimously, as follows: “Choosing the Christmas eve collection recipient(s) shall be made by the Board.”

### **CLOSING ACTIVITIES**

- Matt Seelke gave the meeting evaluation.
- Rev. Beth Banks gave the closing reflection.
- Adjournment by Carol Corbett at 9:20 PM.

Minutes (including meeting notes) submitted by Jack Whitsett (Board Secretary).

#### Attachments:

- Board Agenda for 10-9-2017
- Solar power proposal for installation
- Solar power financing proposal by donations
- Govern-policy Sunday collections
- Govern-policy Facilities rentals
- COM nominees
- Minutes, September 11, 2017 draft
- Finance Balance Sheet vs. Last Year August 2017
- Finance report October 2017
- Finance...profit and loss vs. budget August 2017 for Board
- UUCD Board Security
- Board Leadership Training by PCD -- Flier
- Operations Report
- Staff reports
- Chalice lighters letter from PCD Board dated 10-2-2017
- Sanctuary Discernment team letter to congregation
- Pacific Western Region Assembly information
- Memo to Carol Corbett from Liz Garman re: Solar Panels (received 10-9-2017)