

**Board of Trustees Proposed Agenda
February 17, 2015**

Attendees: Carol Schwyzer, Board President; Susan Neufeldt, Craig Bennett, Charlene Little, Susan DuPont, Melinda Staveley, Treasurer; Susan Plummer

Visitor: Keith Strohmaier

Rev. Lee Bond-Upson, Interim Senior Minister; Julia Hamilton, Associate Minister; Erin Wilson, Director of Administration

Absence: Colin Jones, Bart Woolery

Process Checker: Terri Stelzer

Time Keeper & Parliamentarian: Craig Bennett

I. Opening, Check-In

Carol read from Jack Kornfield's *The Wise Heart* from a section entitled "Holding the World in Kindness"

II. Open Forum No one spoke

The rest of the meeting was conducted in a different order. I have listed the items by their own numbers but in the order in which they were discussed

VII. Oversight

a. Report from Oversight Committee – Susie DuPont

Susie circulated a written report detailing her reading of the reports of the Compensation Consultant, the Audit Committee, the Report from Tom Ridge, the financial dashboard, the Finance Committee minutes (difficult to navigate for her), the draft budget planning spreadsheet, the Executive report (which offers monitoring information for several policies), and the ministerial reports, music report, and religious education report (which also offer monitoring possibilities.) Susie recommended that we all read the series of reports for the March meeting and consider their usefulness for monitoring purposes.

b. Financial Dashboard – Erin

The financial dashboard was provided in the packet and Erin asked a few questions.

c. Finance Committee minutes – Comments from Treasurer

Melinda discussed some aspects of the minutes.

VI. New Business

a. Reports removed from Consent Agenda or Written Reports None.

b. Assistant Minister Task Force – Carol Schwyzer, Julia Hamilton

The task force is working well.

c. Board Policy Committee & Board Communications Committee – Carol Schwyzer, Susie DuPont, Susan Plummer

d. Membership Renewal – Erin Wilson

After contacting everyone who had not yet pledged, renewing some exemptions, and removing those who could not be contacted or did not wish to remain members, the number of members reported to the UUA was 453. That makes us a mid-size 3 congregation. We have cleaned up our procedures based on recommendations from the Membership Task Force and are now in compliance with our by-laws.

e. Review Draft Board Policy on Finance Committee – Carol Schwyzer

Carol passed out the Finance Committee’s unanimously approved proposed policy and procedures. Considerable discussion ensued as to various parts of the proposal and the role of the committee. After the discussion, it was moved and seconded to approve the policy as proposed, and it passed.

f. Acceptance of 06-30-14 Audit Report – It was moved and seconded to accept the report, and it passed unanimously.

V. Consent Agenda: Accept as written and/or move to new business to discuss

a. Board Meeting Minutes- January 20, 2015 It was moved and seconded to approve the minutes of the last Board meeting, and it passed unanimously.

VI. Written Reports: Acknowledge receipt It was moved and seconded to acknowledge receipt of the written reports, and it passed unanimously.

a. Executive Report – Rev. Lee Bond-Upson

b. Financial Dashboard

c. Finance Committee Meeting Minutes –January, 2015

d. Draft Budget for FY 2015-16

e. Report from Compensation Consultant, Peter Henrickson

f. Draft Board Policies on Finance Committee

g. Audited Financials

h. Minutes from Audit Committee

VII. Old Business

a. Reports from Stewardship Visits – Nothing new reported.

b. Policy Governance, Bylaws Calendar & Plan – Craig Bennett

Craig, Bart, and Carol met to develop language for use in the policy governance discussion. We don’t have language to replace policy governance, but simply using “governance” was suggested.

c. Finance Committee Meeting Minutes, Comments from Treasurer – Melinda Staveley

- VIII. Process Observations** – Terri Stelzer made generally positive comments, and indicated that the long discussion on finance committee policy appeared appropriate.
- IX. Closing Reading** Julia Hamilton offered a reflection rather than a reading.
- X. Adjournment** – The meeting was adjourned at 7:20.

Respectfully submitted, Susan Neufeldt

DRAFT