

Unitarian Society of Santa Barbara

A Loving Community of Seekers: Living with Integrity - Nurturing Wonder - Inspiring Action

Board of Trustees Meeting Minutes

August 23, 2016

Melinda Staveley's Home

5:30 - 6:45 PM - Dinner & Personal Check-in

6:45 - 7:30 PM - Policy Governance Orientation & Review - Julia

* Watched video, " Friedman's Theory of Self Differentiated Leadership

* Discussed the Nine Principles of Policy Governance for Congregations

7:30 - 9:00 PM - Board Meeting

Attendees: Melinda Staveley, Susan Plummer, Keith Strohmaier, Craig Bennett, Eileen Bunning, Charlene Little, Cheryl Snell, Onolee Zwicke, Bonnie Lassen

Rev. Julia Hamilton, Lead Minister, Rev. Caitlin Cotter, Assistant Minister;

Absence: Erin Wilson, Director of Administration

Process Checker: Joya Sexton

Time Keeper & Parliamentarian: Charlene Little

I. Executive Report - Rev. Julia

- It was noted that COSM did not have a table during the summer. Suggested that it would be helpful to have the COSM present throughout the summer as we continue to hard wire the difference between Board work and COSM work.
- Decrease in number of pledge units was noted. Julia related we have lost some large pledge donors to death. Stewardship is mindful and exploring new initiatives, which will be brought to the Board's attention.
- Erin is currently challenged with severe back problems and may have surgery. Eden will increase hours, as needed, to help especially with auction preparation.
- Melinda will work with Eden, Erin, & Julia on compiling a list of all the groups (regardless of title) who are working on various activities on behalf of USSB. The list will include purpose, membership, leadership, meeting schedule and place. Knowing the extent of such activity will assist the Board in determining how to best allocate USSB finite resources - \$ and staff - towards achieving our Ends.

II. Minutes - May 24, 2016 - Accepted as read.

III. Policy Governance

A. Executive Committee - Melinda Staveley

1. Election of Officers for 2016-1017

Slate of officers accepted unanimously:

Melinda Staveley, President

Susan Plummer, Vice President

Keith Strohmaier, Treasurer

Bonnie Lassen, Secretary

2. USSB Growth/Membership - Letter from Hod Gray

Growth/Membership discussed as a Focus Area for the 2016-17 Board

year. Melinda will respond to Hod Gray, inviting him to participate in the "deep dive" exploration into how Growth/Membership relate to USSB's Values, Mission and Ends.

B. Finance Report - Keith Strohmaier

1. **May Financial Dashboard:** Year is Complete; Financials Reviewed by Finance Committee; no need for Board to review

2. **June Financial Data**

- Even though pledges were less than anticipated, bottom-line for 2016 was \$6,500 revenue over expense. Staff commended for tight expense control.

- USSB did not fulfill our Fair Share budgeted commitment to UUA National or and the District in 2015-2016.

It was moved and seconded to allocate \$5,600 of the revenue overage to the UUA to complete the budgeted commitment. The balance of \$900 will go to the District. Passed 8 to 1.

C. Lead Minister Interpretations - Rev. Julia

1. **Policy 2.7 Asset Protection**

- Charlene expressed concern that Julia's interpretation is deficient concerning buildings and maintenance (asset protection).

- It was clarified that it is the Policy which needs to be more concrete in addressing responsibility for buildings and grounds

- Board will review Policy 2.7 at September Board meeting.

- Policy 2.7 Interpretation of current policy accepted 7 to 1.

D. Board Focus Areas for 2016-17 Proposal - Melinda

It was proposed that the Board select 3-4 topics to calendar across the budget year for "deep dive" exploration with the congregation. The concept was unanimously supported by the Board. The following Focus Areas were agreed upon:

1. **Revisit and revise the Ends**

After discussion re the pro's and con's of allocating staff, Board and congregation time/attention to changing the Ends, it was agreed to review them with a the goal to delete duplication and statements which are actually Means and not Ends and to make them more accessible in the Lead Minister's monitoring process.

- We were reminded that the Board owns the Ends and can alter them as it decides.

- We were reminded that last Spring with input from the Congregation we set the 2016-17 focus on four (4) Ends. Some questions remain such as does that mean Julia is evaluated only against these four Ends. Keith & Onolee volunteered to work with Julia and Melinda on the review and potential revision. Report will be made at September 22 Board meeting.

2. **Growth and Membership**

Discussion included acknowledgement of Growth as a larger issue inclusive of many elements including membership and critical to the Society. Julia will propose a work plan for Board, staff, Membership and Stewardship committees to lead the congregation in addressing this focus area.

3. USSB Ownership and Leadership

Historically USSB congregation has looked to the Minister to propose activities/ideas/focus for the Society. Yet, the congregants are the "owners" of the USSB Mission. How many members recognize their role owners of the Mission? What would it look like/how would it be different for the congregation to own the USSB mission?

4. Communication

A constant & oft expressed concern: there is not enough communication from the Board on its work. It was suggested that the concept of Ends & Means is still not well understood throughout the Society,

which

may contribute to the feeling of lack of communication. It was also noted that keeping the website current and more communication around Ends and Means would be helpful.

D. 2016-17 Board Calendar was distributed. It will be revised and added to as the year unfolds.

V. Process Observations

Joya observed Board members were prepared, participated, and demonstrated a high level of energy. She was happy to hear that a groups list will be assembled; it will help the Nominating Committee. She noted the Board's respectful process even when not total agreement on issues. Joya shared that the Women's Group uses the 4 designated Ends as a basis for its meeting program planning.

VI. Closing Reading - Melinda Epilogue from Love is Letting go of Fear, Gerald Jampolsky, MD

VII. Adjourned 9:11 PM

NEXT MEETING: September 27, 2016

Respectfully submitted:
Bonnie Lassen
August 24, 2016