

Board of Trustees Minutes

Tuesday, June 21, 2016

Trustees Attending: Lynda Bluestein, Mary-Jane Cross, Carrie McEvoy, Catherine Onyemelukwe, Chris Seiple, K.C. Senie, Bob Trefry, Ken Vogel

Trustees Absent: John Turmelle

Visitors: T Hearne - COM

Agenda Topic	Discussion	Motions, Actions
Call to Order Chalice Lighting	L Shannon called the meeting to order at 6:40pm C Seiple gave a centering reading. After a short discussion on preferred meeting time, the Board agreed to change the start time to 7pm.	Future meetings will be 3 rd Tuesday of the month, 7pm-9pm. <u>MJ Cross</u> will send out the notice of time change to J Braunle and the Board.
Check in	Trustees checked in with summer plans.	
Election of Officers	A slate of nominees was proposed: L Shannon, President, K Vogel, Vice-President, C Onyemelukwe – Treasurer, MJ Cross – Secretary.	M/S/V MJ Cross, K Vogel moved to elect slate: passed unanimously. The board agreed to function without an Executive Committee.
Consent Agenda	CEO/Senior Minister’s Report May Board Meeting Minutes Treasurer’s Report Constitution Revision Task Force Report to the Board Buildings & Grounds Report	M/S/V C Onyemelukwe, C Seiple moved to accept the Consent Agenda – passed unanimously
Big Question: What does it mean to be a Policy Board?	Recommended reading - <u>Boards that Make a Difference</u> by John Carver, and NEW edition of <u>Governance and Ministry: Rethinking Board Leadership</u> by Dan Hotchkiss. Discussion: <ul style="list-style-type: none"> • Providing ends with clear metrics will free staff and committees to run projects w/o seeking Board approval. • Metrics for measuring must be carefully defined to ensure the Board is getting the information it really needs to see if an area is succeeding or not, and not just “counting things”. • Ends and measurements for working with the other Elected Committees should be set in concert with these committees. • How policy board agendas are set and who runs meetings of a UU board (vs a business or non-profit board) - in UU congregations, the congregation, not the Board hires the Senior Minister/Chief Exec. Officer (CEO). The CEO has input to agendas and discussions, but the Board runs its own Governance agenda. • When Policy Governance is fully implemented, the agendas for the full year will be set at the start of each year. 	L Shannon will send: chapter synopses from Carver’s book to the Board. There are copies of the Carver and Hotchkiss (1 st ed) books available for board members to borrow. Attachments to these Minutes: <ul style="list-style-type: none"> • Links to UUA Policy Governance listservs. • Monitoring report from New Mexico congregation <u>MJ Cross</u> will send a list of current Board policies. All are available at http://uwestport.org/mission-statement/governance/ <u>Board members</u> should review the current Board policies in preparation for our retreat. <u>MJ Cross</u> will follow up with W McEvoy & Rev John re possible need for facilitator at the Elected Committees joint meeting on Sept 10. <u>L Shannon & Mj Cross</u> will prepare a first draft of agendas for this year and circulate with the Board. There will be a standing Agenda item each month to create the next month’s agenda.

August Retreat	Aug 19 – 5:30 - 9 PM evening meeting at C Onyemelukewe’s with dinner. Self run activities provided by an outside facilitator. Aug 20 – 9am-4pm meeting at Saugatuck Congregational Church – Guided Ends & Measures planning for next year.	Food for Saturday: <u>L Shannon</u> has set up caterer. Facility setup & UUA Consultant/Facilitator: <u>MJ Cross</u>
New Business Old Business	C Onyemelukwe – year long schedule of meeting assignments Conflict of Interest(COI) & Board Communication Policy signature sheets due. Lift status; Expect contractor bids in within next few weeks. M Ewert report – Carrie, MJ & Ken took notes.	<u>C Onyemelukwe</u> will email the assignment matrix to the board. Members are asked to review and get back to Catherine if they have a problem with any of their assignments. MJ Cross will f/u with Trustees to obtain signatures. <u>D Adams</u> will f/u with other elected committees to get COI’s signed. <u>K Vogel</u> will develop a procedure for periodic review of specific COI questions. <u>Carrie, MJ, Ken</u> will type up notes. Ken will consolidate and send to board. <u>MJ</u> will request M Ewert to send his report to us by end of July.
Process Observer’s Report	KC Senie reported the Board followed the agenda and had respectful discussions.	
Check Out & Assignments	On check out members were positive about future plans; expression of concern with the highly structured model of policy governance.	Board assignments as above.
Closing Reflection	B Trefy gave a closing reflection on ambiguity. Uncomfortable to live with for many people. Board should try to live with policies for awhile before making changes.	
Adjournment	Meeting adjourned at 8:33pm	

Minutes prepared by M.J. Cross, Secretary
06/22/2016

ATTACHMENTS:

Are we doing Policy Based Governance yet?
Policy Governance and UU Polity

LINKS:

[Carver Policy Governance in UU Congregations](#)

[UU Albuquerque Policy Manual](#)

[Evolving Policy Based Governance at UU Cherry Hill, NJ](#)