

DRAFT - UUCF Board Meeting Minutes
February 6, 2018

Attending: *Board Members* - Paul Atelsek, Ashley Rothermel, Kristin Keen, Anthony Salvi, Peggy Hillman, Jeff Snyder, Mary Butler, Karen Wolf, Milo Valenzuela; *Ex Officio* - Rev. David Miller; *Staff* – Jenice Jones-Porter, Pippin Whitaker, Sarah Caine

Process Observer – Milo

Check-In

7:34 pm

Spiritual Opening/Chalice Lighting – Paul

Consent Agenda

- Minutes of January 16 meeting - Adopted
- December Dashboard Report - Adopted

After a brief discussion about the value of maintaining a history of the monthly Dashboard Reports for reference, Karen Wolf volunteered to set up a centralized location to store electronic copies of the reports.

Meeting Agenda

Minister's Report – David

7 new members joined on Sunday; we have 667 members. Since December, approximately 16 people have joined. We seem to be on a rebound.

Annual Campaign team has been working for some time and has developed their plan for this year's campaign. The plan will be shared with the Generosity Team later this week.

Sarah has been developing a Spiritual Docents program that she will describe later this evening.

The Innovation grant is moving forward. They are looking for an employee for at least a year.

New covenant groups have started to meet and the Congregational Covenant Task Force has started to meet.

The Racial Justice Steering Committee (RJSC) intends to offer the Beloved Conversations program. The RJSC will apply for funding through Reach Campaign money designated for social justice initiatives. At this point, the RJSC expects to establish a committee to manage the process.

Rev. David will be gone for a couple of weeks.

The Program Evaluation Committee (PEC) is working on their report on the children's RE program.

The budget for next year is being worked on in general, but they are waiting to see how the campaign proceeds before they work on details. At this time it is expected that if an Aspirational Budget is created, it would include ideas but no monetary specifics. The Annual Campaign team is still working on what they will present to the congregation.

This was mentioned later on in the meeting, but is a continuation of the Minister's Report:

The office has reorganized. All staff now have offices upstairs and the copying room equipment and materials were moved downstairs. There is a little less access to the copying equipment and materials, but the staff is finding being together on one floor beneficial.

Ashley is working on redesigning and possible renovations upstairs.

Report and Proposal from Subcommittee working on Board Goal 1

Mission/Vision Statement – Anthony/Ashley/Peggy (convener)

As the subcommittee was investigating and comparing our current Mission statement with other examples, a big piece that was missing was a description of our desired community. In recent weeks, a new initiative has been started to write a UUCF covenant statement which, at least in part, will describe our community: what we value and how we act and behave together. Therefore, the subcommittee would like the Board to discuss 1) whether or not the Board should support the writing of the covenant by providing participants, 2) whether or not the writing of the covenant should precede possible rewriting of UUCF Mission and Vision statements because of the way they may be related and 3) how many projects of this size are reasonable to attempt concurrently.

The discussion that followed covered the various possible components of church covenant, mission and vision statements, the length of time and amount of congregational resources creating each would likely require, components that might be attempted concurrently, and prioritizing the activities.

At the conclusion of the discussion, Paul moved that the Board delay writing new Mission and Vision statements and that one member of the subcommittee attend and watch the Covenant Task Force meetings and see where it goes, keeping an eye on how it might tie into future Mission and Vision statements and what lessons can be learned. Milo seconded. Result of voting: Motion passed.

Spiritual Initiative -- Sarah Caine

Sarah has created something original: a Spiritual Docent program with Shannon Williams (Membership & Outreach) and Cheryl Sadowski (Adult Spiritual Development). They are going to find 10 volunteers who will investigate and compile a list of all the spiritual practice programs, and related activities (musical, classes, etc.) UUCF has to offer which support the spiritual life and growth of our members and friends. They will then offer to work with (initially, a limited number of) congregants one on one to make them aware of the possibilities available and how to get connected with activities that interest them. There will be training and support provided to the volunteers. This initial program is expected to be short term but will include follow-up with the congregants involved to evaluate the effectiveness of the program and explore how the program might be improved. It is hoped that this program will expand in the future.

Sarah hopes the volunteers can be identified quickly so training can begin at the end of April. The program will be publicized to congregation after the training is complete so the volunteers can start consultations with interested congregants as soon as possible.

DRE position (Diana Tycer) and the Assistant Minister's position's (Sarah Caine) contracts – Rev. David Miller

Rev. David and the CT are recommending UUCF extend Diana and Sarah's contracts for another year. Sarah's contract includes a provision that upon mutual agreement, her contract

could be extended by a year. Therefore, no vote by the Board is required if all major parties involved in evaluating her performance and she agree to accept extending her contract. Diana's contract was for one year only and a vote by the Board is required to extend her contract by another year. Rev. David, the CT and Sarah would all like to extend her contract. Diana is willing to extend her contract by a year and the CT and Rev. David recommend doing so.

Rev. David reports that all staff and lay leaders working with both are very impressed with their capabilities, pleased with the work they have done so far and their skills at working with many groups of people. He also mentioned the stability their leadership has provided UUCF during a complicated period of reorganization. Assuming their positions after sudden staff departures with professionalism, UUCF has enjoyed smooth transitions of leadership.

The continuation of Diana's contract would allow UUCF to benefit from her contributions to the children's RE program with no additional considerations for the Board.

The continuation of Sarah's contract would allow her to continue leading the development of the active, ongoing new members program, including both Information and Joining sessions she has started. (As a result of her work, about 16 new members have joined the congregation since December, 7 since the beginning of the calendar year.) It would also allow her to continue leading the development of the new Spiritual Docent initiative (see previous agenda topic). However, Sarah also plans to be a military chaplain and begin her Army reserve training next year.

Sarah explained her plan to the Board while they asked clarifying questions. The essence of the discussion included: Sarah has some influence over the speed and timing of the progression her training. She has carefully considered the implications associated with adding Reserve responsibilities to her UUCF contract responsibilities and believes she can maintain an acceptable work – life balance by strategically scheduling her training. This strategy will likely involve breaking up the study and vacation time she is allowed through her UUCF contract and could possibly include adding some unpaid leave. She would not be eligible for deployment until her training was completed. She expects her training to extend well past next year, probably extending closer to a 2 year period.

Sarah left the meeting and the Board continued discussing the implications of endorsing both contract extensions. In addition to the advantages noted above regarding both candidate's capabilities and contributions, by extending both contracts for one more year, UUCF would be able to start the Search cycle for permanent staff positions at the optimal Fall 2018 time frame, rather than jumping in mid-cycle at this time. The discussion of extending Sarah's contract included the possible unforeseen negative implications that may arise, and the additional strain Rev. David will face negotiating and adjusting his schedule around Sarah's additional responsibilities. Rev. David assured the Board that he has considered these implications and feels he can manage the adaptations it will require. He maintains his recommendation that the CT extend Sarah's contract.

After thorough discussion of the advantages and disadvantages considered, the Board decided not to present any objections to the CT regarding their intentions to extend Sarah's contract for one additional year.

In regard to extending Diana's contract, Paul moved to extend Diana's contract for an additional year. Mary Butler seconded. Result of voting: motion passed.

Board item for Auction -- Paul

After a discussion of possible activities, dates and titles, the Board decided to offer a dinner event similar to last year: Board Bites, Friday, Sept. 21st. Peggy will confirm the availability of the Commons and Sanctuary kitchen for that evening.

Executive Session

Karen moved that we go into Executive Session. Ashley seconded. Result of voting: motion passed.

Ashley moved that we come out of Executive Session. Kristin seconded. Result of voting: motion passed.

Board Observation – All

Process Observer

Meeting Adjourned

9:40

Next meeting: February 20, 2018

Spiritual Opening: Karen

Process Observer: Anthony

The mission of the UUCF Board of Directors is to create an evolving vision and strategy that challenges the congregation to live its mission by nurturing relationships of love, respect and trust.

Our Covenant as Board Members:

We agree to treat each other and our work together with respect by:

- Making meeting attendance a priority, coming prepared, and following through on our individual commitments
- Contributing to an environment where it is safe to express differences, encouraging diversity of thought
- Actively listening with an open mind and speaking honestly and constructively while being aware of the “verbal space” we take up in the room
- Seeking consensus on each decision and speaking with one voice after the decision is made
- Committing to our personal spiritual growth
- Encouraging each other to grow spiritually and to enhance and apply our individual skills and talents

We agree to honor our responsibility to the Congregation by:

- Recognizing the limits of our understanding by seeking new ideas, guidance and input from others inside and outside the Congregation
- Actively making our decision processes and decisions as accessible and transparent to the Congregation as possible, while recognizing that certain information we receive as Board Members must remain confidential

UUCF Theological Statement of Purpose
Practicing Love in Action; Trusting in a Larger Love

Our Vision/Mission/Ends
Grow, Connect, Serve

Grow – Transforming Ourselves: We grow as individuals and as a community through worship, service play and caring for one another, and thereby deepening our appreciation of the gifts of life and love.

- We gather in worship and in lifelong religious education and exploration to nourish our spirits, open ourselves to the holy and challenge each other to become our better selves.
- We grow in spirit and strength by working and advocating for social justice, spiritual practice and supporting each other through passages, grief and hardship.
- We celebrate our joys and grow through fun, fellowship and play.

Connect – Transforming Our Community: We connect to and care for our families, our congregation and our community.

- We live our values with love and compassion creating a diverse religious community united through fellowship and service.
- We give generously of our time, talent and resources in caring ministries with one another.
- We reach out to those who seek a spiritual home and connect them to a vibrant spiritual community, welcoming people of all ages, ethnicities, sexual orientations, political affiliations and abilities.
- We live our commitment to the inherent worth and dignity of every person, and to just and compassionate human relations, committing ourselves and our resources to help our neighbors and the community in which we live.

Serve – Transforming the World: We serve our world through our work and commitment.

- We champion civil, economic and environmental justice in our community and in the world.
- We, as grateful stewards, nurture and care for our human, financial, physical and natural resources, holding them in trust for ourselves and future generations.