

Unitarian Universalist Congregation of Columbia

FINAL MINUTES Board of Trustees Meeting, October 19, 2022 (Amended Dec 10, 2022)

Attendance

Deb Matherly (President*)

Marc Drews (President-Elect*)

Karen Brown (Secretary*)

Ginny Verne (Treasurer*)

Board Members: Caroline Eastman, Regina Moody, Emilio Perez-Jorge, Jean Capalbo

Ex-officio: Pat Mohr (Past President), Rev. Stephen Robinson (Minister)

Not Present: Nancie Shillington-Perez, Robin Scherer (Finance Committee Chair)

*Executive Committee

Call to order

Deb Matherly called the meeting to order at 6:40 pm.

Chalice lighting

Emilio Perez-Jorge read a poem and lit the chalice.

Covenant and check-in

Agenda

Emilio moved to approve the agenda as amended (seconded, carried).

Previous minutes

Caroline Eastman moved to approve the September 2022 minutes as amended (seconded, carried).

Consent agenda

Jean Capalbo moved to accept consent agenda (Treasurer's Report; Financial Reports; Confidentiality Form approved 9/14/2022; September Committee Reports) (seconded, carried).

OLD BUSINESS

Update Sunday lock-up assignments

Oct 23 Ginny Verne

Oct 30 Deb Matherly

Nov 6 Caroline Eastman

Nov 13 Ginny Verne

Nov 20 Emilio Perez Jorges

Nov 27 Regina Moody

Dec 4 Ginny Verne

Dec 11 Jean Capalbo

Dec 18 Deb Matherly

Dec 24 Deb Matherly (tentative)

Proposed items to carry over to November Meeting

A) Congregational Covenant – Marc is continuing to research the status of the 2016/2017 congregational covenant.

B) Possible revision of fundraising policy – Deferred until next meeting.

C) Overall committee and subcommittee reorganization, 2017 example – The board is asked to review select items from the 2017 UUCG Governance and Structure Ad Hoc Committee report recommendations.

Personnel Committee hiring procedure

Marc moved to accept the hiring procedure as outlined by the Personnel Committee (seconded, carried). (Note: The approved hiring procedure is outlined in a document in the board meeting packet named, "Att 2D UUCG Personnel Manual Appendix FINAL 10-10-2022.")

Board goal and strategy implementation

- A) Committee council meeting** – Marc convened a Committee Council last week to discuss strategies for implementing the board's goals and supporting one another's work. The group email address may not have worked well for reaching everyone, so next time Marc will use specific email addresses for sending out invitations. The next Committee Council meeting, scheduled for January 11, will include discussion about preparing for the pledge drive and annual committee reports.
- B) Shared ministry vision** – Rev. Robinson noted that the planned purpose of a Shared Ministry Committee (SMC) is evolving. From his point of view, in a covenantal community, individuals should first try to work out their conflicts with one another, rather than rely on a SMC to do this for them, though he (and other trained facilitators) can certainly serve as a resource to help people talk through issues with one another. The vision for the SMC is to focus on enhancing the church's ministry. Rev. Robinson plans to recruit previously identified committee chairs, or their representatives, to meet with him at least quarterly, with the aim of enhancing the full shared ministry of the church. (Note: The identified committees include Worship, Caring, Membership, Social Action, Adult Religious Exploration, and Children & Youth Religious Exploration.) Rather than try to determine in advance how the SMC will be structured, this will be a time to experiment and discover what structure works best.

Roundtable discussion: Response to book

Board members shared personal responses to some of the questions from Chapters 1-3 of Gil Rendle's book, *Transforming Conflict*.

NEW BUSINESS

Board goal and strategy implementation

- A) Covenant and congregational conflict** – Rev. Robinson agreed to begin reaching out to congregation members who could serve as resources, in addition to himself, to assist in resolving congregational relationship/conflict issues. (Note: Providing the congregation with resources to facilitate direct covenantal conversations, such as Adult RE programs, book suggestions, and more, is also expected to be part of the Shared Ministry "toolbox" in coordination with committees and congregation members. - DM editorial comment.)
- B) Brainstorm and follow-through on other action items** – One suggestion was to have quarterly town hall style meetings after the Sunday service, with no agenda, so people can ask questions of the board or minister. Rev. Stephen said he would be happy to facilitate this, and he would also like to have occasional (monthly) Sunday talkbacks after the sermon. He will look at the church calendar and possible sermon topics to find good times for scheduling these events.

The Unigram newsletter

The *Unigram* newsletter is currently produced by the church Administrator (Andrea) once a month, which takes approximately eight to ten hours to prepare. Rev. Stephen reported that Andrea would like to take a break from producing the newsletter, and this might be a good time to explore how we could communicate more effectively. Andrea would plan to continue producing the weekly Eblast of upcoming events, while also printing and mailing paper copies to the approximately 14 people who normally receive paper copies of the newsletter. The board informally agreed to this plan. (See Update in "Between Board Meetings" below.)

Chalice lighter for November

Jean Capalbo volunteered to be the Chalice Lighter for November.

Adjournment

The meeting was adjourned at 8:51 pm.

Karen Brown (Secretary) emailed 1st draft of minutes to President on 10/22, 2nd draft on 10/28, 3rd on 10/29/ 2022. Secretary emailed Sunday Offering Coordinator and Administrator church lock-up assignments on Oct 22, 2022. Secretary submitted President-approved draft to Board, Minister, Administrator and Bookkeeper on Oct 31, 2022. Secretary submitted board-approved final copy to board, Webmaster, Administrator and Bookkeeper on Nov 16, 2022. Amended copy of the "Final Minutes" was approved by email on Dec 10, 2022 and emailed to Board, Minister, Administrator, Bookkeeper and Webmaster to replace previous version of minutes.