

BOT Meeting Minutes
September 11, 2019

Present: Karen Mayo, Kelly Mahony, Anne Drewniak, Jeff Fetter, Zoe Picard, Brackett Scheffy, Michael Leuchtenberger, Ex Officio

Absent: Ann Hoey

Others in Attendance: Lyn Marshall

Meeting commenced at 6:30 pm with Call to Order and Opening Reading, "In Our Circle Again," by Shari Woodbury, offered by Anne Drewniak.

Minutes Review: The minutes of the June 12, 2019 board meeting were reviewed. Kelly moved to accept the minutes, Karen seconded, and the minutes were approved.

Retreat Reflections: Positive comments regarding OLT/BOT collaboration and relationship building, Nested Bowls exercises.

Old Business:

Downing Trust Will: Zoe sent information regarding Wills & Estate forms to Karen Mayo. These can be used to request a copy of the will from the Downing trust from the 6th Circuit – Probate Division - Concord.

Ministerial Agreement: Kelly presented draft including proposed language update to Ministerial Agreement. Specifically, changes to Section 3.2.1.2 pertaining to Senior Minister's Health Savings Account (HSA). Kelly researched similar tools, e.g. FSA and HRA, in consideration of how these matters are often administered. Karen input basic tax implications and information. Discussion ensued comparing ramifications of funding an HSA (not taxed) versus providing the funding in the form of additional income to Michael (taxable). Updated language was developed and agreement on intention was achieved. Kelly moved to fund difference between the two deductibles, which is \$4000, if requested by the Senior Minister. Jeff seconded and the motion passed. Abstain: Karen

BOT Self Reflection: Anne postponed this activity until expectation form is fully developed.

New Business:

Board Terms: Anne sought team to brainstorm scenarios related to the conversion to 4-year board term of service process. Jeff and Kelly volunteered to help.

Board Dinner: Scheduled for October 26 at Michael's residence, approximately 20 attendees. Anne offered to reach out to the guests that purchased tickets at recent auction fundraiser.

Board Schedule: Assignments for overseeing BOT meeting Opening/Closing words and food were reviewed and updated.

Church Budget: Michael presented overview of 2018-19 Program Budget vs Actual Budget. Actual outcome was \$2,287 ahead of Budget. Auction revenue was positive highlight for the year. New financial reports are being developed.

Operations Update & Feedback:

1. Summer services were well attended and well supported.

2. Choir director transition is underway, New candidate, Jeff Dixon, will be visiting the choir soon. Michael anticipates making a decision by week of September 16.
3. Church Fair resulted in good connecting. Lots of interest in service and other opportunities.
4. Fall picnic was a great success. Bounce house tradition always a highlight for the children. Special mention: David Canfield and Lisa Cassell.
5. Bulletin Board updates are in progress. These communication tools should reveal who we are. Some banners were also acquired and will be displayed.
6. Parking lot connector is almost complete.
7. Games and Chocolate continue to be enjoyed by many members of the community.
8. Softball team had a fun season largely due to Anne Drewniak's crew.

Policy Statements: Anne shared her discovery of drafts Policy Statements which segued into a reading of Governance Style Policy 2.2 and 2.2.1 through 2.2.4. Discussed what aspects mean to each of us, e.g. to govern with one voice; congregant role versus board role = different voices.

Monthly Agenda: Anne proposed we add a review of policies, with time for group reflection, to the monthly agenda. Anne also offered to review exercises in the "Nested Bowls" text that are related to Board review of policies. BOT was asked to individually review in preparation our Covenant of Right Relations for group discussion during our next meeting. Michael proposed we include Policy 2.2.1: Board Covenant of Right Relations content in our monthly meeting Opening Words agenda item.

Google Doc Archives: Anne discovered DRAFT Retreat, DRAFT Job Descriptions along with various other documents in our Google Doc archives. Anne envisions reviewing and gleaning these documents as part of our group work this year.

"Connection-Check In": Anne presented another idea in development in which board members will be given a list of congregants and asked to perform outreach to congregants making a "connection-check in." Goal is to reach out to each congregant, in a meaningful way, several times per year. Lea is generating the lists and the Pastoral Care Associates are also engaged in this "connection-check in" activity. Board members responded positively regarding this initiative.

Church Experiences: Based on "Nested Bowls," Chapter 6, Pg. 57, board members divided into two groups and discussed personal reactions related to meaningful church experiences for the purpose of developing "powerful questions." Discussion results included: church fosters connections; comfortable experimenting with new ideas during worship service; relaxed approach to service; opportunities for collaborative action and service; faith development in children and teenagers, specifically the way youth are integrated in a community bigger than themselves and their participation is encouraged; expansion of contemplative practice offerings; music as a tool of connecting and healing; order of service ritual more enjoyable because it is less chaotic than in years past. Anne asked that inputs be forwarded to her for powerful question development but these two questions promptly bubbled up post discussion:

- What is the best expression of congregational ownership?

- What does it mean in a free faith to practice ritual that feeds the soul?

Job Jotters: Kelly will email us with the tasks that each of us needs to complete.

Closing words, “We Are Unitarian Universalists” from the UUA, were offered by Anne, motion to adjourn made by Kelly, seconded by Karen. Meeting adjourned at 8 pm.

Respectfully submitted,
Zoe Picard
Secretary