

Unitarian Society of New Haven  
Minutes of the Meeting of the Board of Trustees  
October 8, 2015

*Accepted November 12, 2015*

Board Members Present: Daniel Gelperin, Holly Hawkins, Pamela Miller, Bobbi Pace, Mary Losee, John Manning, Bernice Marie-Daily, Suzanne Miller (8 voting members)

Board Members Absent: Mary Donohue, Russell Heinrich, Merrily Kaplan,

Also Present: Sandra Frawley, Georgia Jennings, Megan Lloyd Joiner

Holly called the meeting to order at 7:04 pm and Pam recorded the minutes. A quorum of Board Members was present, and the meeting proceeded with Holly presiding.

Holly read the Opening Words for the evening from "Aimless Love" by Billy Collins.

Members of the Board read the covenant. This was followed by a brief check in focusing on responses to last month's Board retreat.

Consent Agenda:

Approval of Minutes from June Congregational Meeting, the September 10, 2015 Board of Trustees meeting, and the September 20 Board of Trustees meeting.

**MOTION Dan**, to approve the three sets of Minutes; **SECONDED Mary**;  
**PASSED: 8** approved, 0 opposed, 0 abstentions

Opening Reading:

Board members signed up to provide an Opening Reading at future BoT meetings.

November - Mary L.  
December - Bernice  
January - Dan  
February - John  
March - Pam  
April - Suzanne  
May - Bobbi  
June - Russ

### Management team report:

Megan presented the MT report. The MT is still working on the format, but has it down to one page. The MT has decided to start policy interpretation with policy 1.6, Financial Condition and Activities. A proposed plan will be prepared for the anticipated Rickel funds. The hiring of new staff members was reported.

Mary reviewed the financial reports: profit and loss and balance figures. Changes from the previous report include the approved 25K for personnel expenses. Clara Barton dues were a bit higher than planned \$22/person, not \$19 as expected. The original budget had the higher amount but we learned that there was a misinterpretation of an intermediate communication on rates. We now are reporting the correct amount. The reports shows that we are about \$6000 in the black.

### Board of Trustees representative to the Nominating Committee

Holly read bylaw Article VII, Section 1, "The Nominating Committee shall consist of seven members. One shall be appointed by the Board of Trustees from its own membership". She asked members to consider volunteering for this role.

### November 1 Congregation Meeting

Board members reviewed the proposed Congregational Meeting Agenda.

Pam will send the final agenda to the office. An email will be sent to the membership announcing the meeting.

Board members discussed what to include in the financial report/capital budget presentation.

The question of what to do about visioning was raised. Should we explain why visioning is not included in the goals? Does the congregation want to know more about this? Visioning was delayed at retreat. We are between building and engaging on policy governance. We are continuing our work to build the foundation for policy governance, educating ourselves and the congregation. We are building a foundation for visioning a future with a new ministry. We are doing business differently than we have done before. We need to communicate that the board does policy and MT manages operations.

We must understand policy interpretations. We are not ready to jump into linkage. We can explain what we are doing. Truth is the best option. If an issue comes to the board that is not MT specific, we will look at policies. That hasn't happened yet. We're supposed to take moral ownership seriously. We have to think about what difference we can make in the world and how we can get to it. We can use the introduction to the goals to remind members where we are in the process. We are all learning policy governance together.

A response to Black Lives Matters should be referred to Social Justice Council and the Anti-Racism committee. Bobbi noted that the Board gave a stamp of approval for anti-racism activity a long time ago, intending to create an anti-racist congregation.

The Congregational Meeting will take place after the soup luncheon at 1pm in the sanctuary.

### *Agenda*

1. Opening words
2. The covenant
3. Approval of Minutes of June 7, 2015 Annual Congregational Meeting
4. Board of Trustee goals
  - a. Introduction
  - b. Interpretation of Policy Governance Board policies in collaboration with Management Team
  - c. By-law revisions
5. Management Team
  - a. Financial report
    1. 2014-2015 end of year report
    2. Capital needs report for 2015-16
    3. Provisional capital budget for 2015-16
  - b. Committee goals
  - c. Committee reports
6. Adjourn

8:15 pm The MT members left the meeting.

### Homework

Board members had two homework assignments for the meeting.

1. Find the policy or policies that guide our response:

A request from the PCRR – see the note below that was sent to the BoT (and the MT).

“ On behalf of the Permanent Committee on Right Relations I am writing to ask how often and in what format the Board of Trustees would like to be informed of our actions. At last night's meeting we established the first Wednesday of the month for our regular meeting time. On our part, we would be open to writing a summary or meeting with you. Members of the team include Paul Levatino, Nancy Apfel, Charisse Hutton, Gail Figliola and myself.”

Policy 1.1 Treatment of Congregants, Friends, and Visitors  
Implementation is the responsibility of MT who is to provide an annual report. We don't want a report from the PCRR. It will come to the BoT through the MT.

2. Bylaw revisions. Go through each Article and suggest revisions that better align with our new governance structure.

Suzanne took notes and will give them to Mary D. and the committee tasked with reviewing bylaws.

### Thank you's

Holly announced that Merrily has resigned from the board. As a result there is no thank you person. Suzanne agreed to write the thank you notes.

This month the Thank You goes to Merrily, for writing all the previous thank you notes, being a board member, serving as a liaison to committees, and everything else that she has done to contribute to USNH.

### Process Observations

Having fewer members did not impact the quality of the conversation. We could do better on not interrupting. We should set time limits on discussion of items. We were distracted easily. We had a great time in a rowdy meeting. We accomplished a lot while laughing.

### Adjournment

**MOTION**, Bernice to adjourn; **SECONDED Dan**;

**PASSED: 8** approved, 0 opposed, 0 abstentions

The meeting was adjourned at 9:07 pm.