

Unitarian Society of New Haven
Minutes of the Meeting of the Board of Trustees
January 11, 2018

Accepted February 8, 2018

Board Members Present: Liz Demsky, Jeannette Faber, Kathy Garner, Dan Gelperin, Megan Lloyd Joiner, Bernice Marie-Daly, Peggy Myers, Bobbi Pace, Pat Trotta

Board Member Absent: Pamela Miller

Also Present: David Stagg

D, Gelperin called the meeting to order at 6:35 and P. Myers recorded the minutes. A quorum of Board members was present and the meeting proceeded with D. Gelperin presiding

Gather:

The chalice was lighted, D. Gelperin provided a reading, the covenant was read and there was a check in with each person answering the question, "How do you recharge?"

Meeting objectives were confirmed and there were no agenda changes.

Assess the Past (Monitoring)

Minister's report

The Minister's report is attached at the end of the minutes. Highlights of the report include:

Both Christmas Eve services went well.

Ideas coming from Endowment Committee are exciting.

Working on operational policies with MT. Figuring out how to get policies established.

Question of having security cameras downstairs which Cuddle Care uses – observing us?? How are we being observed? How do we want to relate to our staff?

Attendance figures. Still vast difference in attendance at the two services. Thinking through how to use 2 services the best way. New ideas for parking situation??

Several new cancer diagnoses in our congregation. Lay ministry team involved.

New member SGM scheduled. New member = about 1 year or less

CONNECT action group. She is working with them. Vote coming up on 1/28. Minister is strongly supportive of motion to join

Create the Future & Learning

- a) Our regularly scheduled January monitoring activity of Purpose of USNH, Ends Statements (Program Outcomes) will be skipped since we haven't effectively made measurable goals/ends for this year. We expect to make measurable goals/ends at the March retreat for the 2018/2019 year.
- b) Monitoring of Policy 1.9 Grants or Contracts will be delayed until the February board meeting.
- c) Sign up for board members to be recognized at the second service. Important to clarify why we're there in the announcement: questions, suggestions, thoughts
 - Jan 21: Liz
 - Jan 28: Dan
 - Feb 04: Jeannette
 - Feb 11: Bernice
- d) Discussion of Board position re motion to join CONECT for a trial year: Unanimous Board in support of motion.

Several people have asked about the possibility of voting from off-site. We cannot do that for this vote, but will look at the issues involved (technology, fairness to all, etc.) We need to define terms and explore setting up system in the future. Facetime? Facebook? Skype? Is it equitable to all members? Do we have the technology? What would be involved? Should this be discussed at congregational meeting? Must be real time enough to manage amendments at the meeting. GA has online voting but also have livestream going so people know what is going on. Promising idea - Recommend that those who are questioning can pursue it and come up with ideas. Dan will talk with PJ Deak. Probably requires change in by-laws

- e) At December's meeting, we agreed to hold monthly board chats. There is a Legislative Panel on Gun Violence in the sanctuary at the same time. Sen. Blumenthal and many outside people will be coming. We will cancel our meeting for this month because we have not yet begun and the gun violence program is so important. Megan will send eblast.

We then decided on topics for the first several meetings. An announcement of upcoming topics should be made:

2/25 Kathy and Jeannette - what is our "brand" "burning coal" – slogan – what ties us all together – what do we really want to happen here? Get peoples' input: what difference are we making and for whom? Getting input from as many people as possible. Have folks write down ideas. Slogan contest – maybe after March. Culminate at congregational meeting. Get topics to congregation beforehand.

March – Continue with "burning coal". Summarize Feb. Dan and Kathy and Jeannette

April – How do decisions get made / governance?? – Dan

May – growth – excitement of gain and fears of what we will lose. – Peggy and others

Monthly chats can be written up a little and sent to congregation so they can keep up if they want to. Topics build on each other. How distribute?

Peggy will pursue getting a room on a regular schedule

- f) Org chart. Premature to do it now. Commitment made to focus on committee/MT/BoT dynamics this spring. Org. chart will be presented at spring congregational meeting regardless of how far along we are. It will not be a subject of monthly meetings.
- g) We will have an exit interview with Jane Ferrall (membership coordinator) to get her ideas if she has the time
- h) "Rising together" is the theme for this year's canvas which begins 3/4/18. Pledges will be received the following 2-3 weeks
- i) How we will look into committee/MT/BOT dynamics:

At our December meeting we reiterated our commitment to work on improving committee effectiveness in partnership with the MT. We agreed to start with an "easy one" namely the Personnel committee to practice this kind of work.

Bobbi and Jean Rosenthal have met and are prepared to meet with MT and BoT members on Tues, Jan 23rd 6-7PM (i.e. before this month's second board meeting). Bobbi has emailed the overview of Personnel committee that they developed to the board and the management team, and it is posted to the board website.

Whoever on the Board and whatever MT folks want to will meet with Jean Rosenthal and Bobbi on January 23rd from 6-7PM exploring some of the following questions:

- What is the charge of the personnel committee?
- Does the MT agree with the charge, or do they need to agree on scope of responsibilities?
- Is the personnel committee clear about its relation to MT / the BoT? To whom are they accountable?
- Can the personnel committee explain what they deliver and who they exchange information or products of work with?
- Is the personnel committee effective? How would that be evaluated? What does the committee need to be supported?
- Does the personnel committee or the MT have questions about roles/responsibilities that need to be clarified?
- How does the personnel committee train new leaders and attract new people?
- How does the personnel committee pass knowledge of how to be a strong committee forward?
- What questions and suggestions do committee members have for the MT and board?

- What is its relationship with the Committee of Chairs?

Consent Agenda

- a. Dec 14, 2017 BoT minutes - approved
- b. Revision of the interpretation of policy 1.6.c:
Policy 1.6.c. Unbudgeted discretionary expenditures to exceed \$2,500 in any one fiscal year without approval of the Board.

Current interpretation: "Any item qualifying under 1.6.b above which exceeds \$2500 will be brought to the BOT.

Dan offered proposed alternate interpretation: "The sum total of unbudgeted discretionary expenses qualifying under 1.6.b above shall not exceed \$2500 in any one fiscal year without approval of the Board."

MOTION – D. Gelperin, to approve revised interpretation; **SECONDED – B. Pace**;

PASSED unanimously, 8 in favor, 0 opposed, 0 abstentions

Announcements

As stated above, board and MT will meet with the personnel committee from 6-7PM on Tues, Jan 23rd. We will start our 2nd board meeting at 7 and end at 8:30 PM.

Schedule for reading Moving on from Church Folly Lane together for discussion at 2nd board meetings which are the 4th Tuesday of the month at 6:30 at USNH: Pages 107-146 for **Jan 23** (note meeting with personnel committee 6-7, so we'll start at 7PM)

Pages 147-183 for **Feb 27** - this takes us to the appendices

Thank-you's:

Fred Morrison , Carol Cheney for Endowment luncheon. Antonia for her wonderful work.

Adjournment

MOTION – B. Marie-Daly, to adjourn; **SECONDED – B. Pace**;

PASSED unanimously, 8 in favor, 0 opposed, 0 abstentions

Meeting adjourned at 8:35PM

Attachments

Minister's report

Minister's Report
January 11, 2018
Rev. Megan Lloyd Joiner

State of the Congregation (*recent successes, challenges, observations about the congregation's functioning in relationship to the mission, ministries, members, staff, or other Board concerns*)

- A January 10 luncheon and discussion with the Endowment and Legacy Committee and current and potential members of the Legacy Society yielded interesting and inspiring ideas for the future of USNH. I appreciated the care and thoughtfulness that went into people's vision for living our mission in the world. Ideas generated for how USNH might operate with an additional \$100K/year income from a \$2.5 million endowment:
 - o assistant/associate minister
 - o business manager
 - o congregational bus
 - o expanded campus ministries (Yale, Quinnipiac, etc)
 - o join dues-based coalitions like CONECT
 - o engage the downtown New Haven community
 - o expand the Waverly program
 - o expand the existing physical plant (a small meditation chapel was one idea)
- I am working along with the Management Team on operational policies and the best procedures for writing and implementing these policies. Examples include a disruptive behavior policy, safe congregation policy, lockdown procedures, communications policies, etc. We will look to put together a Safer Congregations Committee and perhaps a Communications Committee in coming months.
- An interesting question has arisen in relationship with our renter, Cuddletime Daycare. We have learned that the owner, Maria, uses security cameras to observe her staff. We will soon have a conversation with her about whether these cameras are being used to observe our staff (sexton and child care workers) and RE teachers during work hours and on Sundays.
- We continue to see wide gulf between attendance at our 9am service and our 10:30am service. Parking at 10:30 remains an issue with people parking in the fire lane.

Major Accomplishments (*Large, new, or not regular-duty projects*)

- Two services on 12/24 (10:30am and 7pm)

Primary Ministry Focus (*Areas of intellectual, mental, or spiritual study*)

- The Soul Matters themes continue to guide my study. This month's theme is Intention, next month, Perseverance.
- I recently joined the ministers' Soul Matters conference call to explore the theme of Perseverance. This is included in the subscription service to which we subscribe. The call was immensely beneficial, and I plan to join them each month going forward.
- My January 14th sermon will focus on Martin Luther King Jr's work and legacy and has brought a much-appreciated revisit of his sermons and speeches.

Upcoming Time Away (*vacation, study leave, UUMA or UUA gatherings*)

- I am NOT attending the UU Ministers Association Institute gathering at the end of this month (week-long continuing education gathering in Florida)
- I will continue to space out my study leave throughout the spring.

Activity Report for Areas of Ministry for Preliminary Fellowship Evaluation

(not exhaustive)

Counseling and Pastoral Care

- I continue to work with the Lay Ministry Team to triage pastoral care. We are following a number of members of our community who are struggling mightily with illness, either their own or a loved one's. Pairing people with a lay minister makes it possible for them to get ongoing care and for me to remain updated on their condition.

Practical Arts *(administration, organizational development in and out of congregation, management of staff, attention to detail, support and leadership development, recognition and appreciation of others, delegation of responsibility and authority, follow through and completion of tasks, time management, attention to finances, fundraising, funding ministry, public relations and publicity skills, ability to work with boards and committees, clarity of roles, attention to long range plans, etc.)*

- Stewardship 2018 is underway with a handoff meeting happening on 11/21 and a meeting of the full Stewardship 2018 team (Tam Granucci, Cindy Chelcun, Ann Levison, Claire Bien, Sue Trotta-Smith) to be scheduled for the next few weeks.
- We are in the process of planning a leadership development training for committee chairs in the spring.

Organizational Ministry *(integration of new members and clients, creates a welcoming environment, encourages a sense of community, encourages growth, supports broad variety of programs, involvement of others in planning and conducting programs, nurtures lay leadership, professional presentation of self, pastors to various age groups, etc.)*

- I continue to remain interested in retention of the new members who are finding their way to USNH. We are planning to pilot a small group ministry for new members as well as explore the possibility of "hospitality teams" with everyone in the congregation being assigned a team that would take on the roles of greeters and fellowship hour hosts. This is still in the preliminary stages with work on the project by the Management Team and the Sunday Morning Team.
- This is a congregational effort that will require thought and care by the Board as well as Membership and other committees. Increasing our "retention rate" of new members will require significant cultural shifts around welcoming, integration, living out a shared mission, and covenantal behavior.

Personal and Professional Growth

- I continue my meetings with my professional resources (mentor, spiritual director, coach)
- I have been coming increasingly aware both of how I have grown in my ability to say "no" to tasks or requests and, I have observed recently that this is still a growing edge for me.

Teaching

- I am not currently teaching any classes.
- I see my main teaching avenue as my sermons.
- I do participate in the monthly Community Circles which I view as invaluable for connecting with members of the congregation.

Worship

- Planned and led Founders Day service on 11/12 with members of the congregation speaking
- Multi-Generational Service on 11/19 *For What Shall We Give Thanks*
- 11/26 and 12/3 Off (In future, I will work to not be off two weeks in a row. This worked out this way in order for me to observe one Sunday off in November and because Beth Roth was only available on 12/3 and wanted to lead a service before the end of the year.)

- Offered Music Sunday Reflection on 12/10
- Lead Worship Team meeting each Tuesday at 10am

Attendance

- 11/12: 9am 17; 10:30am 186
- 11/19: 9am 10; 10:30am 241 (Multi-gen)
- 11/26: no 9am; 10:30am 139
- 12/3: 9am 9; 10:30am 227
- 12/10: 9am cancelled due to snow; 10:30am 220 (Music Sunday)

Denominational Activities

- I met with UU students at Yale Divinity School at their monthly lunch on 12/1
- I met with the UU History and Polity class to offer reflections on 21st century ministry on 11/30

Prophetic Outreach

- I attended the CONECT regional assembly on 11/30 in Bridgeport. We had 11 attendees from USNH.
- I continue to work with the CONECT team to build support for joining CONECT in 2018 for a trial year.

Respectfully Submitted by Rev. Megan Lloyd Joiner