

FUUSN Board of Trustees
Wednesday, February 13, 2019; rescheduled due to weather
Alliance Room, 7:00 PM

Staff: Erin Splaine, Minister, absent Amanda Graff, DLRE Board: Chris Krebs, Chair Josie Greene, Vice Chair Theo Burba, Youth, absent Leah Lakowski, Youth, absent Christine Lookner Jon Reuman Demie Stathoplos Brooke Foucault Welles Clerk: Kit Ryan	Visitors: Susan Bartlett, Operations
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INVOCATION / CHALICE LIGHTING/READING OF THE BOARD COVENANT: 7:05 PM.

MONTHLY REVIEW: STAFF-BOT COORDINATION: Ensuring alignment of relevant staff developments, initiatives, activities with the Board's activities and responsibilities

Amanda Graff:

- Getting started on Search Committees for Beth Walton, Assistant Director for RE (Religious Education), and Dani Patrick, Youth Programs Coordinator
- Steering Committee will review how to recruit Youth Delegates for BoT (Board of Trustees) positions, will contact Nominating Committee to assure coordination
- Attending MMI (multicultural ministry initiative) meeting; and will lead a White Fragility discussion group starting in March

STRATEGIC-STEWARDSHIP TEAM FORMATION & DEVELOPMENT:

- Initiate Stewardship team formation and clarify roles of Board and Stewardship team in broad-based stewardship initiative that provides both structural support and enhance culture of generosity
- Review and discuss UUA Forth Development Program as a model for proposed Stewardship Council
- Develop provisional list of potential Stewardship team co-chairs and team members and/or delegate to BOT subgroup
- Identify action steps and target dates in forming Stewardship team and developing its charge
- Identify BOT subgroup to work on implementation

- Chris sent out the UUA Forth: a Stewardship Development program link developed by Mark Ewert: <https://www.uua.org/finance/fundraising/forth>. Mark presented a stewardship workshop for FUUSN in 2014, the Financial Summit occurred in 2017. Stewardship is crucial on several points, to include culture change, affecting mission development, shared ministry, as well as financial management and responsibility, for FUUSN and for individual congregants. Cultural change will/may include moving the congregation to a culture of abundance as supported by giving. Amanda commented that she was excited after reading about the Forth program as it promotes thoughtfulness, is deeply spiritual, intergenerational, and involves youth
- To improve continuity, the Stewardship team will need a longer term; Mark recommended 3 years, the Forth program recommended 4 years
- Need to consider the number of people on the team (Forth recommended 5-7 persons), their roles, to include diversity and skill sets
- Discussion followed on needed skills and roles, to include the role of the BoT, and timing to initiate group; how this will fit with the congregation, the Membership team, and the ABD (Annual Budget Drive) team
 - Longer terms will help with institutional memory
 - Realm database familiarity/training will be helpful: Jaelynn Linares, Membership Coordinator is trained and can assist
 - Experience in areas such as ABD, Care Crew, Membership would be useful
- Stewardship addresses financial issues via lens of spirituality. Need to assure we avoid blaming or shaming, value members & their contributions however given, however much, be it money, time, effort or other contributions
- Stewardship team should be ongoing; and it will need a Board liaison. While its long-term goal is to support cultural change at FUUSN, in the short term there are a lot of good ideas that should be supported and may produce valuable products/programs
- Forth program includes recommendations on how to begin stewardship teams and offers examples for their charge:

https://www.uua.org/sites/live-new.uua.org/files/documents/congservices/stewardship/forthtier/ste_w_team_form_charge.pdf
- Demie, Christine and Josie volunteered to meet and develop drafts of job descriptions, charter, purpose, and email prior to the March meeting for BoT members to prepare to review and discuss at the next meeting. What data would be needed to support the Stewardship group?

GOVERNANCE/STRATEGIC: Board mid-year evaluation; Handouts, Board of Trustees Priorities 2018-19; “Parking Lot,” topics for discussion from the September ’18 BoT retreat

- Review Board’s internal process and team dynamics—how are we doing as a Board and as a team?
- Review each Board 2018-2019 priority
- Evaluate outcomes to date for each priority
- Looking ahead through May 2019—planned actions and activities for each priority

Discussion points included:

- 1a. Implement process to discern congregational priorities to inform next year's budget and future multi-year visioning & strategic planning process: need to communicate results to congregation, and follow up on issues identified during the Listening Circles. Demie will summarize the general issues; Brooke will review the issues that need to be addressed
- 1b. Determine next steps to articulate FUUSN's Mission & Vision (Connected to goal of assessing readiness for Capital Campaign). Need Erin's thoughts; will follow up next month.
- 2. Identify actionable steps coming out of 2017 Financial Summit including recommendation that BOT provide increased year-round structural support for FUUSN Stewardship; discussion as per above
- 3. Create process for attending to and resolving interpersonal and congregational conflict including development of a process which provides people with constructive ways to address issues before they escalate.
- 4. Provide increased support to existing FUUSN Teams including: ABD Team, , Adult Faith Formation, Multicultural Ministry Initiative, Welcoming Team & RE diversity & inclusion efforts. Also need to review and update Realm database.
- 5. Host congregational discussion to hear questions/concerns about last year's budget process. Discussion was held 12/2
- 6. Conduct Ministerial Review to be led by Elli Crocker-Morse, with review process defined by Elli and BoT and team recruited in spring, 2019; with Review started in fall, 2019; and with Report delivered to congregation in winter, 2020.
- Liaisons: Need additional time on agenda for reports from BoT liaisons to committees, such as Safe Congregations, Adult Faith Formation and Welcoming Congregation. .
- Steering Committee; was chartered in 2009. The group consists of Minister, Erin; BoT, Chris & Josie; Operations, Susan Bartlett; and DLRE, Amanda. The group meets between BoT meetings, to provide administrative support, interface with FUUSN staff members, provide feedback to Operations and BoT for upcoming issues.
- "Dashboard:" discussed value of Board having monthly measures (average Sunday attendance, # of people enrolled in RE, total expenses for month vs. budgeted expenses, etc.) that would serve as "snapshot" of how things are going. Susan will check with Operations to review whether this is info that Operations would be willing to compile for BoT

GOVERNANCE—NOMINATING COMMITTEE & BOT SUCCESSION PLANNING:

- Update on nominating committee
- BOT Succession Planning
- Christine reported the Nominating Committee has had their first meeting and is getting started on their work.
- Amanda asked about the process for nominating Youth representative to the BoT
- BoT succession planning: BoT succession planning: discussion about balancing desire to support diversity, and maintain continuity/institutional memory. Josie shared she had expressed interest to the Nominating Committee in being considered for a second three-year term on the BOT. She asked for Board members thoughts and feedback about her being considered for a second term. The response was generally supportive of her putting forth her candidacy for the Board. One member expressed concern about tension that on occasion surfaces between Erin and Josie. A thoughtful discussion ensued about

board process and because Erin was absent from the meeting, the Board agreed to follow up on the discussion at their March BOT meeting.

- Discussion about alternate meeting venues to allow more flexible ways to attend, to include at member's house, virtual meetings; Chris will look into budget regarding childcare support for members who need babysitting in order to attend meetings. Holding BoT meetings in private homes may be problematic due to accessibility issues

STRATEGIC—BUDGET DEVELOPMENT/BUDGET DRIVE: Update on budget development process and Feb. 10 Finance meeting: deferred

PROCEDURAL: Vote to approve BOT meeting minutes for January 8th meeting

- Brooke motioned to approve the January Board minutes; the motion was seconded by Jon, the motion passed unanimously.

CLOSE

Meeting adjourned at: 9:07 pm.