

FUUSN Board of Trustees  
Tuesday, February 25, 2020  
Children's Chapel, 7:00 PM

Staff: Erin Splaine, Minister, absent Amanda Graff, DLRE Board: Chris Krebs, Chair Christine Lookner, Vice Chair Karen Burns Ted Hess-Mahan, absent Will Kisiel, Youth, absent Clark Lakowski, Youth, absent Siena Lerner-Gill, Youth, absent Demie Stathoplos Brooke Foucault Welles Clerk: Kit Ryan	Visitors: Jud Leonard, Operations
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INVOCATION / CHALICE LIGHTING/READING OF THE BOARD COVENANT: 7:02PM.

MONTHLY REVIEW: STAFF-BOT COORDINATION: Aligning staff development, initiatives, activities with the Board's activities and responsibilities:

Amanda Graff:

- The full-time ADLRE/Youth Program position has been posted; postcards for local distribution advertisement are ready.
- Next year, 2020-21, due to combining age groups we are considering how to run OWL (Our Whole Lives) and COA (Coming of Age). We will be focusing on developing more youth and adult RE (Religious Education), also on enhancing the parents' group; developing spiritual searching for adults.
- Continuing work for how we manage special needs; as an example, one member's daughter is on the autism spectrum.

CONGREGATIONAL APPRECIATIONS: Board recognition of members of the Congregation who have gone above and beyond in their recent co-ministry of FUUSN:

- Pat Rohan, for coordinating the Services Auction.
- The adults who are supporting the Youth Coffee House, especially Eric Moore.
- Laurel Farnsworth and Bob Persons for their ongoing work with our building and plumbing.
- Elli Crocker-Morse for her work to date in the Ministry Review.

Governance: Update on Ministry Review Project.

- There have been 2 open meetings to date, after Sunday services; approximately 36 people have participated.
- There are 2 more open meetings scheduled, Wednesday February 26 and Saturday February 29.
- There is also available the on-line survey.
- The 2014 Ministry Review sampled approximately a quarter of the congregation.
- Thus far the feedback has been overwhelmingly positive, also there have been some thoughtful recommendations and suggestions.

#### FINANCIAL/BUDGET DRIVE:

- Update on ABD (Annual Budget Drive).
- Board member involvement in stewarding.
- Distribute Pledge Forms.
- Board members complete and submit pledge.

#### Discussion points included:

- The ABD team is together: Elizabeth Greer, Julia Huston, Michael Costello, and Rob Gifford; they are doing a great job with planning and getting stewards, people for pledge parties. The plan includes BoT involvement, such as attending the pledge parties.
- There will be an orientation/training planned for the pledge party hosts and stewards.
- The plan is to complete the ABD during the month of March and the first two weeks in April.
- Chris addressed the challenges of the ABD in a recent FUUSN newsletter; the goal is for the process to be more engaging, to emphasize the meaningful aspect intrinsic to the ABD as it supports FUUSN and our congregation.
- The BoT (Board of Trustees) traditionally make their pledges at the start of the ABD; pledge forms were distributed and collected by Chris.

#### Procedural:

##### Vote to approve delegates to this year's UUA General Assembly (GA) in Providence:

- Pat Rohan, Barbara Deck, Julia Huston, Wendy Schwartz, Karen Burns, Eric Haas, Mindy Scharlin, Carol Kunik. Demie moved to approve the slate of GA delegates; the motion was seconded by Christine. The motion passed unanimously.
- Vote to approve BOT meeting minutes for September 2019-January 2020. The minutes have been reviewed and approved electronically. Christine moved to approve the minutes to date; the motion was seconded by Karen. The motion passed unanimously.

##### Governance/Priority Projects: Update/Next Steps on Board Priority Project on Stewardship.

- Review of reimagining Stewardship.
- Review of expanded Stewardship team charge.
- Stewardship team recruitment (April-June target date).
- Focus on priority Stewardship projects—FUUSN Engagement Initiative Pilot (May start date).

#### Discussion points included:

- The stewardship team charge was originally developed by Demie, Christine, and Josie Greene. It has been revised; the BoT members will review to assure it addresses the desired ideas, revise &/or contribute new concepts if needed. One goal was to assure the emphasis was on how we support, engage and grow FUUSN members and the congregation's goals versus only on financial health.
- Plan to focus on a pilot project, the FUUSN Engagement Initiative, to get stewardship off the ground:
  - Delaware County, Pennsylvania UU congregation has a program to have conversations with all congregant members every 2 years; regarding their interests, goals and skills, and share the skill set from the dialog via a database, to coordinate projects, engagement, and grow members' skill sets.
  - The ABD beginning in March will be the priority. As the ABD progresses, we will develop the script for the conversation. Plan to select 3 persons to serve as interviewers, then over the next month or two have conversations separate from the ABD with 6-10 members, collate the data, and develop plans based on the feedback.

#### Governance/Priority Projects: Update/Next Steps on Covenant Project.

- Discuss process for covenant development.
- Develop timetable for covenant development.
- Open questions.
- Next steps.
- Target completion date.
  
- Using UUA materials regarding covenants as a guide. E.g., "how are we being together versus doing together." The Youth classes develop their own covenants. We do not currently have a covenant for many adult groups.
  - The two greatest issues developed so far are: affirming who we believe we are as a congregation; and how do we address issues that are not congruent with our covenant.
  - Plan more work on this in the fall, to avoid overlap with ABD, but will be ongoing to utilize energy and thoughts of current Youth member, Siena. Possibilities discussed included a poster table at Coffee Hour for a month, to encourage input, engagement.
  - Amanda mentioned there is a workshop in Portland, ME on developing covenants, on March 21.

#### Governance/Priority Projects: Update/Next Steps on Future Staffing Plan Project (future staffing structure, succession planning, hiring practices, diversity focus, etc.).

- Discuss key tasks.
- Open questions.
- Next steps.
- Target completion date.

Discussion points included:

- Need to reschedule meeting with Erin; need her guidance/input regarding her vision for the future FUUSN staffing plan. The PPC (Personnel Policy Committee) will meet with Erin in March.
- Plan to have a draft proposal by June.
- Additional point regarding the beaules: John Atkins (?) will follow up on the issue of beaules not depositing their paychecks; plan to look at other options, such as PayPal or Venmo.

Governance/Priority Projects: Update/Next Steps on project to revisit & clarify FUUSN's Mission/Purpose: develop platform and forums for congregational & adult faith conversations.

- Discuss key tasks.
- Open questions.
- Next steps.
- Target completion date.

Discussion points included:

- We have a mission, read weekly by the Board member who welcomes the congregation at the beginning of service. We do not necessarily need to revise the mission statement but should engage the congregation in exploring the statement and its meaning for members.
- Suggestion to explore alternative/creative ways to engage the congregation. We have a lot of focus groups and listening circles already.
- Example for how to engage conversation: Temple Shalom has an art installation to address the purpose. We can get creative about how to engage members, not just to use focus groups; we can consider how to elicit spiritual depth, how to use silence to elicit ideas and feedback.
- The question(s) has/have not yet been developed, will be worked on in the following month.

GOVERNANCE/PRIORITY PROJECTS: Update/Next Steps on project to develop FUUSN social media communications strategy:

- Discuss key tasks.
- Open questions.
- Next steps.
- Target completion date.

Discussion points included:

- Currently we do not have a social media strategy. Whatever we develop will require ongoing maintenance & updates.
- We can consider how people can find out about FUUSN, what we are doing, what we are about.
- Jud remarked we do get visitors at summer services.

#### ADDITIONAL BUSINESS:

- Christine and Demie have worked on a SWOT (strengths, weaknesses, opportunities, and threats) analysis of external factors affecting FUUSN, to include examining what other faith organizations are doing, and to be proactive in working on inclusion. they have developed a spreadsheet for the analysis and will send it out to Board members. The SWOT analysis is to support our five-year plan for what we expect FUUSN to be as a faith community.
- Jud discussed a conversation regarding data security, that is ongoing with Julia Huston's law firm. FUUSN needs a policy to address data security; to include how do we maintain credit card data; specific amounts donated by members for the ABD. There are questions regarding Realm's security; how vulnerable to attack. Julia Huston's firm will send material to FUUSN for Operations to work with to address the issue.

Meeting adjourned at 8:58PM.