

FUSN Board of Trustees
Tuesday, 25 May 2016
Children's Chapel, 7:30 PM

<p>Staff: Erin Splaine, Minister Rowan Van Ness, DLRE, absent</p> <p>Board: Lesley Sneddon, Co-chair Bobbie Sproat, Co-chair Gregg DiBiaso Eric Haas Julianna Lakomski, Youth Cathy Morocco</p> <p>Absent: Brian Burba Becca Lozinsky, Youth</p> <p>Clerk: Kit Ryan</p>	<p>Visitors: <i>Developing Leadership Team (DLT):</i> Karen Edwards, Josie Greene, Kate Mason</p> <p><i>Nominating Committee (NC):</i> Kate Mason</p> <p>Operations Council: Laurel Farnsworth</p>
---	--

Meeting began at 7:33 PM

CHALICE LIGHTING and READING OF THE BOARD COVENANT

CHECK-IN

STAFF UPDATES

Rowan van Ness, DLRE: Erin reported that Rowan is preparing for Sandy Island.

Erin Splaine, Minister:

- She has just returned from her semi-annual 3-day study group meeting.
- Ash Engel has regretfully submitted her resignation from her position as Membership and Communications Coordinator, effective June 15, the end of her current contract year. Lesley has begun to assemble a search committee to search for her replacement. Composed of many of the people who conducted the search for Ash last summer, the committee includes Greg Sullivan (chair), Erin Splaine, Lisa Carbone, Rachel Viscomi, and Pat Rohan. Karen Davis represents the Personnel Policy Committee and Cathy

Morocco represents the Board. The salary for the new Coordinator's position is already in the budget, as we expected Ash to be continuing.

COMMITTEE REPORTS

Budget Report from Operations Council: Laurel Farnsworth, substituting for Susan Bartlett who was called away for family matters. Handouts received:

1. Comments and recommendations to the Board of Trustees on the proposed Fiscal Year 2017 (FY17) budget;
 2. FUSN FY17 budget request
- A deficit is projected for FY17. The plan proposed by the Finance Committee and approved by the Operations Council is to ask the endowment for up to \$75k if needed. Laurel stated that due to very conservative budget projections, FUSN has never realized a deficit as high as the amount projected.
 - Project expenses for next year include an expense of \$25,000 to pay a part-time sabbatical minister for five months of Erin's sabbatical. The Finance Committee recommends that this expense be amortized over five years, by taking a loan of \$25k from the FUSN Endowment to the Operating Budget in FY17, and repaying the loan over the next six years with 5% interest.
 - Bobbie moved and Cathy seconded, that the Board approve the proposed budget, with clarification that the proposed \$75k maximum draw on the Endowment be taken only from unrestricted endowment funds. The motion passed unanimously.

Proposal for accessibility ramp: Laurel Farnsworth; blueprints shown to Board.

- The current proposal for construction of a ramp at the Highland Street entrance to the narthex has been approved by the Massachusetts Historical Commission
- We will need to build a new retaining wall to accommodate the slope of the ramp. Only the last section will include a handrail.
- The contractor's quote of \$158k includes the stonework, hardscaping, lighting and lamp post. The quote for landscaping is an additional \$30k.
- Two funds currently held by the Endowment are expected to cover the costs: a fund restricted to use for the building, consisting of income collected during the first year or

two of our cell antenna contract; and remaining Women's Alliance funds which have been donated to this project.

- The motion to approve Laurel's recommended plan for implementation of construction at Highland St was made by Bobbie, was seconded by Gregg, and was passed unanimously

Developing Leadership Team Report: Josie Greene, Karen Edwards, and Kate Mason; handouts received, 1. Developing Leadership Team (DLT) dinners (feedback); 2. Leadership Development Team Report 2016

Karen: Karen's focus this year was on a goal of developing and offering leadership training.

- A DLT job description is being developed, aiming to include enough specificity to harness energy and give guidance, while keeping options open enough to spark creativity.
- Leadership skills training; Karen discussed whether there is a perceived need, since there was zero attendance for two training sessions offered this year. The recommended plan for the future is to shift from a didactic style to sharing of successes, strategies, and best practices. The DLT recommends autumn required sessions in the fall for all leaders, plan to address topics to include recruitment, conflict management, how to incorporate spirituality
- The team discussed succession planning within the DLT, perhaps with staggered terms. Departing Board of Trustee members are encouraged to participate in the DLT.

Josie: Her focus was on how to raise awareness of how FUSN works, its opportunities and needs; and on ongoing updating of leadership information we already have

- In February, the DLT invited 25 people who have been in past leadership positions to provide feedback about their leadership experiences; What was the experience like? What was satisfying? Vs. what needs work or what was dissatisfying?
- There were 4 major categories of feedback offered
 1. Communication
 2. Relational vs. task-oriented approach to volunteer development
 3. Creating a culture of gratitude: transparency and process
 4. Leadership skills training

Kate: Her focus on was on efforts to strengthen the work of the Nominating Committee (NC). She distributed the Report to the Board on NC, including Recommendations for future NC with guidance from DLT, 2.

- As part of that work, she also served as a member of the Nominating Committee.
- On behalf of the Nominating Committee, Kate discussed the Committee's process and presented the proposed slate of nominees. She also offered a list of ten recommendations for future Nominating Committees.

- Karen suggested that a summer orientation to leadership roles be offered to new leaders

STRATEGIC

Board Goal Planning: Cathy, handed out “Board Goal Planning 5/23/16”

Cathy led a discussion of what the Board might accomplish in the next year, considering how we can best contribute, beyond our specific responsibilities under the FUSN Bylaws, to FUSN’s well-being, spiritual growth, and vitality.

She identified four overarching goal areas to consider--with some short-term and other long-term goals:

- *Leadership:* (1) Board leadership knowledge and skills, including setting individual leadership goals for each Board member as well as for the group, and supporting each other in pursuing these goals. This development may take place at the Board Retreat, in Board meetings and in leadership activities or courses that the Board initiates. (2) Leadership development in the congregation, with the continued direction and energy of the Developing Leadership Team.
- *Stewardship strength and commitment:* Specific goals may include: Identify an Annual Budget Drive Team by an earlier date certain; solidify a succession plan for the Annual Budget Drive Team; revisit planning for a capital campaign; and explore ways to deepen the sense of stewardship in the congregation.
- *Support for ongoing Board-appointed committees and core FUSN initiatives:* these would include the Welcoming Congregation Renewal and and the Multicultural Ministry Initiative. While Cathy included the Black Lives Matter work in this list, Erin clarified that preparing the congregation and the Board to approve raising a Black Lives Matter banner, was a short-term, one-year goal and that further work on racial justice will be carried out in conjunction with the Multicultural Ministry Initiative.
- *The spiritual well-being and vitality of our society:* Goals in this area may develop out of our participation, as a Board, in the September 17th meeting, *In-FUSN. Aligning Our Being with Our Doing.* At this meeting members of the congregation and leadership will inventory our congregational activities and ask how and whether each activity furthers the Society’s mission and goals. As a result of this process, some activities may be kept, changed, or let go.

PROCEDURAL

- The Board affirmed its email vote to hire John Nichols, the search committee's recommendation for sabbatical minister, and the vote to approve his contract.
- Summer Board meeting schedule: Cathy presented handout for scheduling
- Vote on April minutes: affirm email vote, with Eric's clarification of redundancy
- Bobbie moved to approve four new member applications: Cate Menon and Roshen Menon, Cora Jeyadame, and Jennifer Pucci. Gregg seconded, and there was unanimous approval.
- Barbara Bates has volunteered to be the Board archivist, helping to preserve and organize Board documents related to past governance and to conflict transformation work.

CLOSE

The meeting was adjourned at 9:53 PM