

**First Unitarian Society of Newton
Board of Trustees
November 10, 2009**

Present: Dede Vittori, Pat Rohan, Adrian Bishop, Alan Cody, Jonathan Lilienfeld, Barney Freiberg-Dale, Phil Davis, Pamela McA'nulty, Susan Bartlett, Will Batchelor, Lesley Sneddon, (Clerk); also present: John Nichols, Barb Greve, Shawn Konary, Jeff Baker, Claire Kastner, Barbara Bates

Meeting was called to order at 7:30 PM

John Nichols spoke briefly in memory of Bob Zeeb

Invocation/Chalice Lighting (Phil)

Covenant

As we, the members of this Board and staff, gather to serve this congregation in leadership, we commit to ourselves and to each other: to be present and prepared for the work of this meeting; to listen well and contribute respectfully; to balance both our short and long-term visions with fiscal responsibility; to support the decisions of the Board; to uphold the democratic process; and to lead with goodwill and faith in the work we can accomplish together.

Administrative (Adrian)

- New members approved: Melissa Sullivan, Andra Hotchkiss, Gerry Marschisky were approved by email for Sunday's new member service.
- Kevin Hartshorn; Marcia Redding and Steven Redding, Brian Gill, Russell Robinson, Alan and Sandra Crosby, Brian Hicks, Jennifer Lerner have applied for membership: motion to accept all, second, passed unanimously
- Art sale last week brought in \$1409 for FUSN
- Sanctuary renovation won the Historic Newton Preservation Award
- Major project update:
 - classroom finished except plumbing; came in on budget; used contingency for two small items but did not exceed contingency. Water line is in. City of Newton advised that our water line should go to the wall, and the City will do the work to the road for time and materials (as opposed to the Highland Street approach that was budgeted at \$25K)
 - Memorial wall niches – couldn't get the construction detail during Christmas break, so now will be done in July to avoid construction during weekly service.

Green Sanctuary Proposal (Shawn Konary)

Task for study group started last year with Shawn Konary and Eric Olson; committee formed to set up projects for accreditation. See proposal distributed at

meeting. Bob Zeeb's work in the study group was recognized. Shawn described the Green Sanctuary manual.

To become a Green Sanctuary, FUSN first must recognize group as an official committee. 2-3 year process of assessment of building and interactions with congregation; weave green programs into our activities; action plan will be a deliverable in June 2010. Committee is to meet monthly. Shawn assembles the requirements; Eric integrates specific programs and other committees such as RE. Program is not just a green building, but is instead a holistic process that includes the congregation. Congregation applies same principles to their home and to their communities. Discussion ensued on how prescriptive the program is vs one of simply encouraging reduce, reuse, and recycle and to teach it in RE. UUMass action is holding conference calls with congregations to hear what others are doing; many are in the same stage we are. Over the next two years there will be a gap analysis, then plan on how to fill the gaps. UUA Handbook is available. BOT will be involved in approval at various points. When do we go to the congregation? Budget implications? Laurel has a detailed list of what has been done to the building and what needs to be done. Work with more local congregations; several temples are farther along than we are. Engage our members and friends – good chance to revitalize as well as to become green. If we encounter ideology we are uncomfortable with, we could disengage with the accreditation process but continue greening efforts. Implications are greater outside than inside – how we conduct our lives in regards to greening. Motion: create Green Sanctuary committee (as opposed to program). We have opportunities to opt out. Motion: establish Green Sanctuary program committee: passed unanimously. Shawn's work was recognized.

Purpose / Values Poll Outcome (Jeff Baker)

Follow-up would like to accomplish 3 things:

- Recommend action to communicate results.
- Next steps.
- How to bring current core values and principles into the life of the congregation.

Jeff noted that Bob Zeeb was instrumental to Jeff's involvement in the committee.

Results:

- Votes in favor of no change in purpose statement.
- Strong approval to adopt core values.

The split vote was unanticipated: since purpose statement is already in the bylaws, no action is required. Core values are not part of the bylaws, so no change is needed to adopt them. Discussion ensued regarding next steps: Should a congregational vote be taken? Adrian will draft communication stating that the new purpose statement did not pass, and that we will use the values to inform our work. Publish results on the web site. Work of the committee was recognized, and the committee was officially disbanded. **Action item: Adrian will draft a letter to the congregation.**

Board Retreat Priorities next steps (All)

Membership: Phil and Pamela:

- develop a document outlining rights, benefits, responsibilities of FUSN membership, including financial commitment
- clarify roles of membership committee and coordinator
- Other ideas: T-shirt; fellowship picnic in summer; home visit from minister.
- **Action item: John will provide Pamela and Phil some materials on attracting new members.**

Social Action Committee (Barney and Dede):

FUSN's social action programs are very vibrant; SAC wrote an excellent report in the annual report. FUSN contributes at least \$50K per year to social action causes and supports at least 40 organizations around some common themes. FUSN's, and especially SAC's, work should be honored by being publicized on the web site. (See handout distributed at meeting). Leading by example is also social action – welcoming congregation, care crew, other activities. BOT members suggested areas to further SAC's work:

- foster more intergenerational participation such as communication from teens involved in Zambia. Explore opportunities for all ages to work together, as opposed to presenting a topic to RE for presentation in classes. Still age-segregated, and there is limited time for curriculum.
- more clarity in process for how activities are chosen
- periodic assessment against core values
- further connect congregants to SAC by offering guidance in how to volunteer, particularly if one has very limited time
- Plan to develop policy and program recommendations over next 5 years.
- **Action item: over next 6 weeks Barney and Dede will research other congregations for common themes, share with BOT.** SAC and RE will also participate in the discussion.
- Timeline: a) February, develop program recommendations; b) communicate with congregation via email or meeting; c) April finalize the recommendations to inform budget discussions.

Governance update: Jonathan (see handout)

- Conflict resolution – Adrian and Susan; resources available. Several congregations surveyed. Brookline and Follen have already implemented a policy. Need training.
- Leadership Development Committee: Brookline was identified in Governance Report as having a LDC. Need to follow-up.
- Policies; all of the latest copies have been amassed by the committee.
- Linkages – it was agreed earlier that the linkage policies would be split into the respective policy documents; committee needs to figure out where all of them go.

Ministerial Search Committee Update

Timeline – see agenda.

Meeting adjourned at 10:05 pm for an executive session.

Respectfully submitted by Lesley Sneddon, Clerk

Action items

Carryover Action Items from Prior Year:

1. Begin discussions of fund raising for the organ (Judy)

New Action Items from June 17, 2008 meeting

1. Fill vacant committee chairs (Pat to take lead)

New Action Items from August 12, 2008 meeting

1. Keep track of conflict of interest policies developed by UUA and evaluate them for adoption by FUSN

New Action Items from September 9, 2008 meeting

1. Remind the congregation of the ability to send comments and volunteer for things to the board via the e-mail system that is in place. Publicize answers to questions.

New Action Items from August 11, 2009 meeting

1. Neither Alan nor the Assistant Treasurer is bonded. Suggest that this should be done.
2. Review end of year Balance Sheet and reconciliation and get any questions to Alan.

New Action Items from November 10, 2009 meeting:

1. Adrian will draft a letter to the congregation regarding results of straw vote on purpose statement and core values
2. John will provide Pamela and Phil some materials on attracting new members.
3. Barney and Dede will research other congregations for common themes in social action, share with BOT.