

**First Unitarian Society of Newton
Board of Trustees
October 12, 2010**

Present: Jonathan Lilienfeld, Alan Cody, Gordon Moriarty, Barney Freiberg-Dale, Pamela McA’Nulty, Margaret Costello, Susan Bartlett, Jeannie Chaisson, Conrad Buys; also present: Erin Splaine, Barb Greve, Concetta Daurio, Dede Vittori

Meeting was called to order at 7:32 PM

Invocation/Chalice Lighting

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 (Jonathan Lilienfeld)

- SADC timetable update – feedback received and incorporated into second draft. See amended timeline, which provides a document for BoT review prior to congregational meetings.
- Brief review of new Sunday services structure

Initiating the RE Evaluation / DLRE Search Committee (Concetta Daurio, Dede Vittori)

- Erin suggested a re-evaluation of the search process. Deb Levering of Mass Bay District will provide assistance; goal is to work on search early and as widely as possible. Concetta: the current search committee, except student members, has agreed to continue in the process. Discussion ensued regarding the expansion of the initial responsibilities of the search committee, to include an evaluation of the current program and to explore the larger questions beyond “who do we want” e.g. larger community participation in adult RE. What do we want, need, where are the tensions in the current program? Consideration was given to creating a second group to do the evaluation, but was rejected because: a) current search committee wants to take on expanded role; b) resources are available in RE council, members, and interim DLRE can assist with the evaluation; c) recently completed evaluations of RE by Anne Bancroft and of youth group by Barb Greve can be applied to new evaluation.
- Issues:
 - survey of congregation is needed

- committee needs a written charge
- time is short: need packet for potential applicants at GA in mid-June
- nationwide search may have financial impact
- General process:
 - Solicit input
 - Define short-term and long-term vision
 - Conduct the search using input
- Plan:
 - Concetta will author the charge, detailing tasks, deliverables, and timeline, using LDC as a model.
 - Concetta will draft a high-level write-up (timeframe for evaluation, start date of July 1, 2012 for new DLRE, and names of search committee members) for next newsletter, due Oct 26.
 - More detailed charter – who does what when for both evaluation and search phases – will be completed in 4-6 weeks. Search committee can begin, however, not awaiting approval of the plan.
 - Committee will provide presentation to BoT in two months.
 - Will consider feedback from multiple sources (email, facebook, meetings, etc.).
 - Two high school seniors are on current committee, so will need a junior or sophomore due to expanded timeline.

Retreat Follow-up

- Board priorities (see list below of 13 priorities taken at retreat). Six of these are actively being worked on.
- Process for governance policy updates and ownership. This is the second year of a 3-year process: this year we make refinements; next year the bylaws change. Do not want to change the model at the same time that the bylaws are changed. Need a draft of bylaw change to congregation by December next year.
- Discussion of priorities: those requiring mostly oversight won't require much additional work; how many more can we do? Results of vote: 11 and 8 were winners. 9 is being addressed through working on other priorities. 8 entails congregational feedback in general. 11 could draw on former research (contacting members whose attendance has dropped off). Identify the issues – how big is the problem? Need to identify an owner – Jeannie and Margaret will participate but can't head it up.

Potential BOT priorities

1. * Refine and communicate governance model
2. * Integrate new minister and support
3. * DLRE structure & search (continue) (oversight)
4. * Social Action Initiative (oversight)
5. * LDC launch (oversight)

6. * Membership coordinator hiring process (oversight)
7. Staffing (roles, policies and its structures) – need to clarify roles with respect to new governance model. Who do staff go to with questions / issues?
8. Establish a town meeting schedule and process as part of BOT annual activities: formalize feedback; too opportunistic currently. In the past, coffee with BoT chair and several Board members following services.
9. Long range planning – in the past, had good stats (number of members, pledges, etc.) – congregational growth
10. Conflict resolution process (oversight) - OC will come up with framework, but responsibility lies with BoT. Legal students will be doing a study; will find out within a month whether FUSN is chosen. Then train FUSN in conflict resolution.
11. Understand and address congregational membership integration and retention issues – fostering involvement. Membership coordinator will deal with some of this; also need to clarify expectation of member responsibility.
12. Congregational Diversity – what is our outreach? Advertise more broadly, e.g. in publications we don't typically read but potential members do.
13. Reopen Mission / purpose conversation

* (required or actively being worked)

Meeting adjourned at 9:51 pm

Respectfully submitted by Lesley Sneddon, Clerk