

Parish Board Meeting

August 26, 2020

Minutes

Present: Janet Britcher (chair), Bob Williamson (co-chair); Margaret Williamson (Treasurer); Karla Baehr (Clerk); Emily Cherry, Micaela Coady, Jen Guillemin, Steve Pratt-Otto

Absent: Alfred Brownell

Others Present: Rev Lisa

Chair Janet Britcher called the meeting to order at 7:03pm, as Rev Lisa lit the chalice and offered a reading by Cheng Im Tan from UU Views of Faith in the Workplace.

Covenant

Janet explained that the Board will be developing its own Covenant in at our September Board retreat. In the meantime, she invited members to share in reading the past Board's Covenant:

To be our best selves and do our best work we will:

- *Mission: Commit to the three parts of the Mission (Called by Love, Sustained By Community, Committed to Justice) in order to accomplish meaningful work and so that our decisions are always values-driven*
- *Generosity and Forgiveness: Bring a spirit of generosity for self and others that creates a safe space for all*
- *Space: Make space for all kinds of voices and ways of engaging*
- *Honesty: Bring and welcome honesty and challenging questions*
- *Limits: Take responsibility individually and collectively to set limits and ask for help*
- *Joy: Nurture spiritual growth, personal connections and joy*

Check In

Members briefly "checked in" sharing something about how they are feeling.

Board Orientation

Janet reviewed key elements of Board functioning, making their purpose explicit:

- The role of the Executive Committee
- How we use the "Levels of Consensus" tool to work toward making all of our decisions by consensus
- How we use the "Decision Making Options" framework to determine what level of engagement and ownership are most appropriate for a specific kind of decision

Options include:

- Decide and announce
- Gather input from individuals and decide
- Gather input from team and decide
- Consensus
- Delegate with constraints

The Parish Board seeks to use "delegate with constraints" most frequently.

Orientation Treasure Hunt

Members participated in an on-line “Orientation Treasure Hunt” designed to build members’ knowledge and skill at accessing and using needed documents on the FPB website. To “compete”, members hunted in trios for answers to assigned questions in Board minutes, Annual Reports, Policies, and Bylaws. The Treasure Hunt had as its dual purpose informing ourselves of how easy it is to access key information about how FPB “works” directly from the public website – and inviting us to let members know this aspect of our efforts to be open and transparent in our communication and decision-making. Members explored Board minutes, Annual Reports, Policies, and Bylaws.

Charter for Reopening Planning Group (RPG)

Bob Williamson introduced the proposed Charter for the Reopening Planning Group (RPG). To determine how the “delegate with constraints” model for decision making could work in this context, the Board asked that the RPG prepare for the Board’s consideration in September a description of what, if any, circumstances it envisioned when the RPG should be authorized to make a decision about building use without seeking Board approval in advance.

Safe Church Policy

The Board discussed and adopted revisions to the Safe Church Policy that were requested by our insurance company in order to offer insurance at the reduced rate we had budgeted for 2020-21. The Board sought a high level of consensus requiring all 4’s or 5’s. (Vote: 6 5’s, 2 4’s)

Minister’s Report (attached)

Board members requested more communication with families and teachers from the DRE and more quantitative data in the Ministers’ Reports going forward.

Treasurers’ Report

Treasurer Margaret Williams reported that FY 20 ended favorably. Pledge income exceeded estimates by \$20,000 and expenses were down due to the building closure. As a result, less money had to be withdrawn from the endowment during the year than was anticipated. The FY 20 draw was 4%, slightly below what many financial advisors recommend as a sustainable annual draw from endowment.

Other Business

The annual Board Retreat is scheduled for September 19th from 8:30am to 4pm (with breaks between sessions). Micaela Coady and Bob Williamson volunteered to join Janet in planning the retreat agenda.

Janet asked that members meet on or about September 10th at 7:00 in trios for a half hour informal “coffee” to get to know each other better: Group 1: Bob, Jen, Micaela; Group 2: Steve, Emily, Karla; Group 3: Janet, Alfred, Margaret

In response to a question about visitors to virtual Board meetings, Karla reported that she is working with Church Administrator Alisa Halliday on a process for inviting members and sharing with those interested the Zoom link for a specific meeting.

The meeting was adjourned at 9:00pm.

Respectfully submitted,

Karla Baehr, Clerk