

The Unitarian Church in Westport is a diverse and welcoming religious community, free of creed and dogma, and open to people of all backgrounds and beliefs.

**WE INSPIRE** and support individual spiritual growth.

**WE CONNECT** through worship, music, learning, and caring ministries.

**WE ACT** in the service of peace and justice.

## **BOARD OF TRUSTEES MINUTES**

**June 9, 2014**

Trustees present: Steve Axthelm, Chuck Colletti, Tom Croarkin, Mary Jane Cross, Denny Davidoff, Roberta Finkelstein (ex officio), Michelle Garvey, Lyn Hamilton, Bobbie Herman, Anne Khanna, Matthew Peterson, Ted Yang

Observers and participants: Randy Burnham, Luke Garvey, Scott Singer

Staff present: David Vita

Burnham presided over the election of new officers: Michelle Garvey, Chair, Tom Croarkin, Vice Chair, Anne Khanna, Treasurer, Denny Davidoff, Clerk

After a centering by Finkelstein and a check-in, Luke Garvey made some process inquiries as new Chair of the NLDC leading to a brief discussion of how committee appointments are filled by the BOT, and under what circumstances.

The Board members agreed to hold a retreat on Saturday, September 6 from 9am to 4pm. Finkelstein will facilitate. Members are asked to send suggested issues regarding long term goals and processes to Finkelstein and the members of the Governance Committee, Randy Burnham, Sal Mollica and Lyn Hamilton. They will be working with Finkelstein and the Transition Committee over the summer. Finkelstein stressed again the efficacy of members reviewing pages 90-108 and Appendix B in the Hotchkiss book, *Ministry and Governance* to understand the function of the BOT Policy Task Force as we prepare to appoint a new one. (Ted Yang, Ken Vogel and Carrie McEvoy were the original TF appointees.) On a motion by Davidoff, second Cross, the Consent Agenda was passed including appointment of Brian LaVoie to the Auditing Committee, appointment of Liz Caplan to fill a General Assembly delegate vacancy, amendment to the Interim Sr. Minister's contract and reports from Burnham and Finkelstein.

The processes and content of the 6/8 Annual Meeting received high marks from all, particularly William McEvoy as Moderator and Ken Vogel as outgoing Treasurer.

Scott Singer presented a proposal endorsed by the Year Round Stewardship Committee titled “Purposeful Plate” which, in brief, would have the congregation make all proceeds from offerings go to social justice projects. The YRCS suggested this as a long term policy initiative, recognizing that, under present income tensions, income to the church from the budgeted offerings income is essential. Lively discussion ensued. Cross intends to write some language around the board’s charge to the YRSC to take responsibility for fundraising coordination. A multitude of concerns and opinions were expressed. The proposal content will be included in the long term fundraising portion of the board retreat agenda.

The spending policy for the Jan Parks \$150,000 bequest brought by Garvey to the May meeting and tabled to June was tabled again to the August agenda. There are operating budget concerns on the part of Khanna and the Finance Committee as well as a wish by the board to better understand the relationship of Voices Café income and expenses and, on a broader scale, fundraising policy and practice. In the interim, Finkelstein will continue to oversee fundraising initiatives.

As part of new business, Yang moved, Cross seconded a motion to give Randy Burnham continuing authority to represent the BOT in negotiations with the nursery school for increased rental income immediately and over three years.

Agenda items July 14: Appointments to the Finance Committee, Treasurer’s report, Alex Gormley’s proposal for eBay fundraising, composition of the Policy Task Force, report on nursery school negotiations.

Agenda items for August 18 (**NOTE CHANGE TO THIRD MONDAY**): Treasurer’s report, response to YRSC “Purposeful Plate” proposal, policy for Jan Parks’ bequest, Voices Café recap (Vita), planning and preparation for 9/6 retreat.

Self-assignments:

Yang – think about policy issues

Finkelstein – Governance Committee, retreat prep, oversee fund raising volunteers

Herman – re-read Hotchkiss

Cross – draft fund raising policy

Colletti – Building & Grounds work with Gribin, Wacker and Tartaglione and think about how I want to spend my last year on this board.

Axthelm – review eBay proposal

Khanna – away June 23 – August 13 Prepare treasurer’s report for July and ask someone from FC to attend, review Voices Cafe finances to determine impact/countermeasures for the recommendation to eliminate VC rents

Peterson – read, reread Hotchkiss and volunteers to serve on policy task force

Hamilton – Governance Committee work and reread Hotchkiss

Croarkin – think about the retreat and assume responsibility for BOT work schedule at Sunday worship

Davidoff – write 6/8 AM and 6/9 BOT minutes and prepare 7/14 agenda

Garvey – rewrite Parks bequest recommendations, reach out to Ken Vogel about Policy TF, “sit back and digest it all”

Hamilton offered process observations.

Axthelm gave closing words.

The meeting was adjourned at 9:45 PM.

Respectfully submitted,

Denise Taft Davidoff, Clerk