

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**

**October 20, 2014**

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

Trustees absent: Bobbie Herman, Matthew Peterson

Observers: Carol Seiple (NLDC), Catherine Onyemelukwe (MSC), Deborah Quinn(YRSC)

Garvey called the meeting to order at 7:30. Hamilton offered a centering reading.

On a motion by Cross, second Hamilton, the Consent Agenda, including Colletti's B&G report, Croarkin's Town Hall meetings plan, Burnham's report on a three year lease for the nursery school, Khanna's (with Yang and Onyemelukwe) proposed contract for a new senior minister, Khanna's corporate resolution from Westport Resources, the 2014-15 BOT covenant, and reports from the Interim Sr. Minister and Board Chair, was passed.

The matter of the Victor Lundy recognition sign planned for installation in the courtyard, originally placed on the consent agenda by Mary Elizabeth Peterson, and policy suggestions from Neil Coleman regarding the Memorial Garden were put over to the November 10 meeting.

Khanna updated the dashboard as her Treasurer's Report. She noted continuing encouraging current and last year pledge income in August, offering plate

collections meeting budget expectations, healthy ticket sales for the 10/25 all positive signs. Davidoff move, Yang second acceptance of the report. Passed.

Garvey welcomed Deborah Quinn to the board table and thanked her for taking on leadership of the Year Round Stewardship Committee. After considerable conversation about the role of the YRSC, past and present misunderstandings, availability of data, and assistance from staff, Quinn agreed to send updates following every YRSC meeting and the BOT, in turn, promised to provide Quinn and the committee access to pledge and collection of pledges data. The board further turned over suggested drafts of the two next communication outreach emails to Quinn for consideration and follow up by YRSC and decided to defer action on the communications pending YRSC determination of disposition.

Following a long discussion with Colletti and among themselves regarding significant and unexpected additions to the original budget for purchasing and installing a hydraulic lift, including insistence by the Westport Planning & Zoning Commission that a land survey be done at an estimated cost between \$5000 and \$8000 (dependent on the season of the year), the trustees decided to ask the Endowment Committee to underwrite lift expenses above the pledged and collected monies from church members. Davidoff will review the list of pledges with Dorothy Adams to determine what monies have been collected and which remain outstanding. And Axthelm volunteered to join Colletti in oversight of the entire lift project.

Khanna reported that the Size Clarity Task Force had met and made recommendations regarding membership which would be taken up in executive session. The BOT then went into executive session to consider recommendations from the Membership Review Subcommittee regarding a list of people who should be dropped from membership according to the definition of membership in the TUCW constitution noting for the record that this process is delineated as among the board's responsibilities in said constitution. As a result, on a motion by Cross, second by Croarkin, and passed, 113 people will be appropriately informed concerning their impending removal from the membership roles.

While in executive session, the BOT also reviewed protocols and processes regarding endowment funds spending. Garvey and Khanna will draft an approach to having the Endowment Committee fund a landscaping plan requested by Marion Wertheim.

New business: The trustees agreed to vote by e-mail should the NLDC propose a new member for the Endowment Committee before the November 10 regularly scheduled meeting.

Khanna introduced a proposal to have monthly update reports from all standing committees and task forces of the Board. Finkelstein objected to including the program committees (SJ, RE, Music, and Worship) in those updates as they are directed by staff who report to her as Head of Staff. We agreed at a minimum that the Policy Committee (Peterson) and Governance Task Force (Burnham) would be asked to report at the November meeting. The status of remaining committee updates was deferred until the November meeting.

Yang offered process observations.

Colletti provided closing words.

The meeting was adjourned at 9:50 PM.

Respectfully submitted,

Denise Taft Davidoff, Clerk