

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

December 8, 2014

Trustees present: Chuck Colletti, Tom Croarkin, Denny Davidoff, Roberta Finkelstein (ex officio), Michelle Garvey, Bobbie Herman, Anne Khanna, Matthew Peterson

Trustees absent: Steve Axthelm, Lyn Hamilton, Ted Yang

Observers : None

Garvey called the meeting to order at 7:37. Davidoff offered a centering reading.

Finkelstein led a discussion regarding Chapter 9 of Dan Hotchkiss' book *Ministry & Governance*, dealing with the role of a board in times of transition.

Passage of the Consent Agenda, minus the Building&Grounds update, was moved by Davidoff, second Colletti, and passed. With this action, our amended agreement with the Minister of Music is approved.

Khanna's dashboard report and "retool" of the 2015 budget were carefully studied. Davidoff moved, Croarkin second acceptance of the Treasurer's report. Passed.

Garvey and Khanna, and Colletti, reported on meetings with members of the Endowment Committee regarding funding for the installation of the hydraulic lift as well as protocols for future proposals from the BOT to the EC. The lift is deemed a legitimate use of endowment income and the EC will support the board's ask. The EC requests a long view of potential capital needs and more detailed paperwork in support of future proposals. Colletti followed with an overview of the dilemma we face regarding persistent leaking from the skylight in several areas of the building, a potentially dangerous threat to the building's future stability. He presented a cost estimate from a wellknown national engineering firm for assessing the situation, finding out the cause of the leaking, and making recommendations for amelioration, pointing out that, because our reserves are very low, there is not enough money to pay for this without help from the Endowment Committee. The trustees and minister spent a goodly amount of time on this

item and, in the end, requested of Colletti that two more estimates be procured. Colletti agreed to take this task on after the holidays. **Garvey will draft a response to the Endowment Committee's request regarding a clear process for capital requests.**

The discussion of communications with the congregation was put off to the January agenda.

The board, on Garvey's motion, second Colletti, voted to hold its 2015 meetings on the third Monday of the month: **January 19th, February 16, March 16, April 20, May 18, June 15.**

In preliminary conversation about downsizing the BOT in light of the change to policy governance, there was consensus expressed that reducing the size from 11 to 9 seems like best practice. Further discussion will be included on the January agenda.

Davidoff and Cross will create language for a change in the constitution regarding the definition of membership and also prepare a schedule to accommodate two special meetings of the congregation between January 1 and March 31 to discuss bylaws changes and vote the members' will.

Colletti did process observations and Peterson offered closing words.

The meeting was adjourned at 9:50 PM.

Respectfully submitted,

Denise Taft Davidoff, Clerk