

BOARD OF TRUSTEES MINUTES
October 20, 2015, 6:30 PM

Trustees Present: M Garvey, H Aibel, S Axthelm, T Croarkin, MJ Cross, A Khanna, J Turmelle, L Hamilton, L. Shannon, Rev. J Morehouse (ex officio).

Guests: S Mollica, L Kaplan, Kristen Leddy (Installation TF), D Adams (staff), D Davidoff (NLDC),

Meeting called to order at 6:35. L Shannon offered a centering. Attendees checked in. No observer comments.

Consent Agenda: **L Shannon, L Hamilton moved to accept; passed unanimously**

- September Board minutes– approved
- Senior Minister report – J Morehouse
- Board Chair report – M Garvey
- Year Round Stewardship Committee report – D Quinn
- B&G Committee report – C Colletti
- September Financial dashboard – A Khanna
- Town Hall report –T Croarkin
- No new reports – Governance Committee, Endowment Committee

Realm Overview: D Adams provided an overview of the new database. This is a complete congregant information database. We hope to get most congregants using the system within a year.

Installation Task Force: K Leddy updated board – Installation is on track; expect a large turnout of dignitaries and congregants.

Communication Team: J Morehouse presented the charter; the team will report to Senior Minister and BOT. **MJ Cross / T Croarkin moved to approve the Communication Team Charter – passed unanimously.**

Audio Enhancement System: L Shannon requested TUCW provide hearing assist in meeting rooms and offices at TUCW. Board supported this request. D Adams & S Axthelm will move forward to find the means to allow hard of hearing individuals to fully participate in all official meetings.

Board Communications: The next Town Hall is on November 15. B&G will give an update on the lift in the next Soundings.

Board Covenant and 2015-16 Goals: **T Croarkin, MJ Cross moved to adopt the Covenant- approved unanimously.**

Discussion of Board Goals – the board agreed that more work is needed on this document. T Croarkin and L Shannon will revise goals document; board will revisit the goals in November 2015.

Mission / Vision Task Force: T Croarkin shared a proposal for the purpose of a Mission/Vision task force. Rev John suggested a standing committee of the board to assess long-term strategy, propose revisions and report to the Board every few months. This can keep long range planning front and center. Rev John and T Croarkin will work together to form a charter for the committee and will bring it back to the Board within 2-3 months.

Volunteer Fair 11/1; Board members will be present to man our station after each service.

New Business: J Turmelle presented a proposal for an engineering review of planned B&G work. B&G and D Adams will manage this process.

Conflict of Interest policy – must be re-signed by each board member. D Adams, MJ Cross will coordinate.

S Axthelm offered process observation – the meeting was well conducted and all were considerate.

Executive Session: MJ Cross, S Axthelm moved to go into executive session at 7:50 – passed unanimously.

T Croarkin, H Aibel moved to come out of executive session at 8:30 – passed unanimously.

Trustees did checkout and assignments. T Croarkin offered closing words.

Meeting adjourned at 8:40.

Respectfully submitted,

Mary-Jane Cross, Board Clerk