

UUWestport Board of Trustee Meeting Minutes

Date: July 27, 2026

Time: 5:30 PM on zoom

Board Members Present: Felicia Keeton, Ben Chan, Alison Smith. Elena Rockman-Blake, Mark Corcoran, Julyen Norman, Sari Bodi

Reverend Terri Dennehy
Absent: Dayle Brownstein

The meeting focused on finalizing board business and providing onboarding about policy-based governance.

Board officer assignments motion & vote

Motion: Moved by Felicia Keeton to elect board officers for FY 2026–27 as per article 8, section 4 of the constitution.

Seconded: Alison Smith.

Outcome: The vote was unanimous.

Officers:

President, Felicia Keeton
Vice President, Ben Chan
Treasurer, Mark Corcoran
Secretary, Sari Bodi

Board shared leadership model pilot September-December

Motion: Felicia Keeton. Board members agree to participate in a role-sharing pilot through December that aims to more evenly distribute Board work and improve overall efficiency and effectiveness. The pilot scope includes creating a Linkage Ambassador shared role responsible for developing and executing linkage plans as per the TUUCW Board Policy Manual section 2.3.4. The Linkage Ambassador role is not a constitutionally required position.

Seconded: Alison Smith

Outcome: The vote was unanimous.

President*, Felicia Keeton and Vice President, Ben Chan
Treasurer*, Mark Corcoran and Assistant Treasurer, Elena Rockman-Blake
Secretary*, Sari Bodi and Co-Secretary, Alison Smith
Linkage Ambassadors, Dayle Brownstein and Julyen Norman

*Positions with signature authority

Board meeting time decision

(2 options) Monthly 7-9:30 p.m. (with additional dates held to be used - if and as needed) or Bi-monthly 7-8:15 p.m. (with one meeting a month fully virtual)

The board agreed to try alternating between virtual and in-person meetings, starting with a virtual meeting in September following the retreat and an in-person meeting in October. Julyen raised a constitutional requirement for open board meetings, and the group agreed to enable virtual attendance with a link while working on virtual meeting protocols like raising hands in order.

Finalizing the following dates

1. Board retreat: September 18th (evening) & 19th (all day): Purpose: Discern and articulate UU Westport's mission and vision of ministry with the necessary policies and monitoring mechanisms to guide progress. 2. Ideally, the Board will leave the retreat with an initial draft 3-year vision and key milestones (Ends) for years 1, 2 and 3. Planning committee (proposed): Ben, Julyen, Felicia
2. September 27: Member meeting vote to ratify change in size of Minister Search Team from 9 to 7. A second vote to ratify needs a quorum of 15% of membership
- 3.

Board Retreat Planning Committee

Felicia proposed the formation of a transition team task force for Minister onboarding and transitioning. Recommended task force members: Tom Hearne (worship associates lead), Marie Claire Bue (pastoral care lead), Angi Haen (staff lead), Kim Fuchs (HR lead), Felicia Keeton (board lead).

Finance Committee Restructuring Discussion

Felicia led a discussion about restructuring the finance committee and proposed relaunching a financial scorecard for board meetings to provide a clearer overview of financial status.

Also discussed, transitioning from Dropbox to Google Drive for daily use while maintaining critical documents in Dropbox.

Onboarding session

Felicia then began an onboarding session covering policy-based governance, board roles, and governance framework.

Adjournment: Meeting adjourned at 6:30 PM