

## UUCP Board of Trustees Minutes: 12/22/15

### Attending:

X	Jim Allen (Treasurer)	X	Glen Lockwood (President)
X	Rajeev Arora (At-Large)	X	Sarah Montgomery (Vice President)
X	Sarah Carlson (Secretary)	X	Karin Quinn (At-Large)
	Chloe Dubisch (Youth)	X	Caitlin Tuffin Gaspar (At-Large)
X	Susan Frederick-Gray (Lead Minister)	X	Vince Waldron (At-Large)
X	Katie Gibson (Youth)	X	Emrys Staton (Ministerial Intern)
<b>Social:</b>		Sarah Montgomery	<b>Reading/Chalice:</b> Emrys Staton
<b>Check-in:</b>		Caitlin Tuffin Gaspar	<b>Process:</b> Jim Allen
<b>Timekeeper:</b>		Susan Fredrick-Gray	<b>Meeting Tech:</b> Rajeev Arora
<b>Huddlemaster:</b> RA			

**Guests:** none

**Check-in**

**Reading/chalice**

**Review Agenda**

**Guest Comments:** none

**Consent Agenda:**

- Accept Lead Minister's report (attached)
- Approve GWG summary for 12/10/15 (attached)
- Accept 11/24/15 BOT minutes (final revised) (attached)
- 11/15 Finance Report moved to Discussion Agenda

Sarah Montgomery moved to approve consent agenda, seconded, and approved.

**Discussion Agenda:**

- Measures for first End Statement (Within): Members see UUCP as the foundation for their personal and spiritual development and practice.
  - Suggestion that annual retention for all members be tracked over time and added to measures.

Jim Allen moved to approve measures as amended, seconded and approved.

- No update re Vision Task Force (VTF) until January.
- GWG Report: nothing beyond what is in summary.
- Reverend Susan as a supervisor. Presentation by Karin Quinn and discussion. Reverend Susan observed that under delegation policies, she is responsible for complying with BOT policies and that there are not specific policies concerning the lead minister as a supervisor per se. However, at any time, the BOT may spot check what is reported by the lead minister. Further discussion tabled.

- Agenda for 1/31/15 Congregational Meeting
  - Meeting to run from 10:30 to 11:10
  - Need show of hands to confirm 50-member quorum present
  - Approve June and October 2015 congregational minutes
  - 10 minutes for budget
  - 10 minutes for stewardship/capital
  - 10 minutes for VTF
- BOT Budget request-need to consider legal fees and costs for EEC transition. Rev. Susan will provide estimate of lease and legal fees for capital campaign and/or to hire consultants for capital campaign.
- Rev. Susan requested approval to hold donations to celebrate Heidi Parmenter's tenth anniversary as UUCP Business Manager in the Minister's Discretionary Fund, which funds for that purpose are to be disbursed no later than 3/1/16.
  - Rajeev Arora moved to approve, seconded, and approved.
- EEC transition update: Jim Allen reported that a budget has been submitted but that a detailed plan has not and that some UUCP staff questions have yet to be answered. Jim states that BOT action is not necessary at this time.
- 11/15 Finance Report discussed with Glen in lead. Sarah Carlson moved to accept, seconded, and accepted.
- Review of Work Plan for coming months: Caitlin Gaspar will prepare for seeking General Assembly Delegates; Sarah Montgomery will email GA Delegate application form to BOT and place in Docs folder. Sarah M will also append application to Policy Manual. Sarah M will forward announcement re congregational meeting to Geoff Anderla. Glen Lockwood and Rajeev Arora will put Policy Manual into WORD format and save to Docs folder.
- January 2016 GWG:
  - Finalize agenda for midyear congregational meeting.
  - BOT budget request
  - BOT work plan schedule
  - SFG presentation of 2016/17 budget
- January 2016 BOT Agenda
  - What's on the horizon for UUCP and religion: BOT to review Pew study re religion in America
  - Evaluating Lead Minister's performance as a supervisor continued.
  - UUEEC transition update
  - Review work plan for 2015-16

**Actions:**

- Caitlin Gaspar will prepare for seeking General Assembly Delegates;
- Sarah Montgomery will email GA Delegate application form to BOT, place in Docs folder, and append application to Policy Manual.
- Sarah M will forward announcement re congregational meeting to Geoff Anderla.
- Glen Lockwood and Rajeev Arora will put Policy Manual into WORD format and save to Docs folder.

**Next Board Meeting Roles:**

<b>Social:</b>	Sarah Carlson	<b>Reading/Chalice:</b>	Caitlin Tuffin Gaspar
<b>Check-in:</b>	Vince Waldron	<b>Process Monitor:</b>	Jim Allen

<b>Timekeeper:</b>	Sarah Montgomery	<b>Meeting Tech:</b>	Rajeev Arora (plus chimes)
<b>Huddle</b>	TBD	<b>Horizons Article</b>	Glen Lockwood (Feb)

**Next GWG:** 1/14/2016 at 6:45 p.m.

**Process Check/Checkout**

**Huddle** Rajeev Arora