Minutes of Meeting

1. **Call to Order, Chalice Lighting, and Board Covenant**

   Moderator, Tom Abood, called the meeting to order at 6:32. Tom offered a reflection from the America Meditates event in Denver.

2. **Approval of agenda**

   Motion to approve agenda made by Rick, seconded by Sheila. Unanimous approval.

3. **Approval of minutes from July 9, 2019 BOT meeting**

   Motion to approve minutes made by Jill, seconded by Heather. Approved – 6 ayes, 2 abstentions (Rick and Jeff), 1 absence.

4. **Executive Director’s Report & Tour de France 2019**

   August report included as Attachment A. Items noted in discussion:
   - The Board had previously discussed the need for a special call to address the shortfall in this year’s budget. The Stewardship Committee had planned on moving away from special calls at the auction, but acknowledged that this might be necessary again this year.
   - Stewardship, the Auction Committee, BFF and the Operations Council will meet together in September to consider the options and recommend a plan.
   - There are still a number of construction issues that need to be addressed by the Contractor. These are being addressed by Building & Grounds Committee, with Cris is the primary point of contact with Faurot.
   - Yvonne Wilken has hired a new Program Coordinator, Alice Burson, at 20 hours/week with the possibility of going to 30 hours/week.

5. **Church auction**

   James Iacino is now actively involved as Chairman of the Auction Committee. The Board agreed that it would sponsor a wine event similar to the one last year. Doug will organize and purchase the wines.

6. **Conversations with the Board**

   The Board discussed how best to communicate with congregation and agreed to conduct regular ‘Conversations with the Board’ as a replacement for the ‘Town Halls’ from last year. Key features:
   - Held on the 3rd Sunday of each month, following the service at 11:30 AM.
• Informal discussions to be held in Colvin Commons, without the U-shaped table normally set up for board meetings
• Leadership for these meetings will rotate among the members of the Board, but all members will generally attend.
• Minutes from the previous Board meeting will be made available and highlights presented by the Board.
• The primary purpose of the conversations will be to listen to ideas and concerns from members of the Congregation. Key issues raised will be considered as agenda items for future Board meetings.

7. Votes from email/basecamp

There was no business requiring votes by the Board during the past month.

8. Discussion Questions

Board members went around the table, answering the following questions to get to know each other better and share views on our personal strengths and our strengths and aspirations as a congregation:

a. What in your personal life are you most interested and excited about now?
b. Tell us about your peak experience or high point in your time at First U.
c. Without being humble, what do you value most about yourself and First U as a whole?
d. If you could have one wish granted to make First U a more loving and transformative church in today’s unsettled, conflict-laden world, what would it be?
e. What

9. Pew Talk: What have church members related to the Board since our last meeting?

This item was included in the agenda to get a better sense of issues and questions that have come up from the congregation. Issues might then be referred to cognizant persons or groups with the church ministry, or addressed directly by the Board at future meetings. The following items were noted:

• There is a need to do a better job of reaching out members who have left the church. This is an action that should generally be undertaken by the Membership Committee, although it may be appropriate in many cases for Board members to reach out as well.
• Will the decks really be cleared of conflicts? Rev Elaine had stated that she intends to focus on this task in the first six weeks of her ministry.
• A greater effort needs to be made to reach out to new members regarding their pledging obligations

10. Comments from church members attending-Total of 5 minutes for all comments

There were no additional comments.

11. Adjourn

Motion to adjourn was made by Rick, with second by Jill. Unanimous approval.

12. Executive Session

The Board moved to executive session to discuss the Developmental Ministry Agreement with Rev Elaine.
Board Liaisons to Councils and Committees

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<thead>
<tr>
<th>Council or Committee</th>
<th>Liaison</th>
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<td>Care Council:</td>
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<td>Lifespan Learning Council:</td>
<td>Doug</td>
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<td>Operations Council:</td>
<td>Jill</td>
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<td>Social Justice Council:</td>
<td>Tom</td>
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<td>Programs Council:</td>
<td>Eric</td>
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<td>Finance Committee:</td>
<td>Jeff</td>
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<td>Stewardship:</td>
<td>Heather</td>
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<td>Committee on Ministry</td>
<td>Jeff</td>
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<td>Leadership Development Committee</td>
<td>Rick</td>
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<td>Healthy Congregations</td>
<td>Sheila</td>
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<td>Governance</td>
<td>Doug</td>
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<td>Personnel Committee (new)</td>
<td>Rick</td>
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Revised - Aug 1, 2019
Attachment B

First Universalist

Subject: Executive Director’s Report
Date: August 2019
To: Board of Trustees
From: Cris Cardenas

Finance
- The June Financials have been reviewed but not finalized. They will be held until August 15th to process payments and income that needed to go on the 18/19 fiscal year budget. This is a standard annual process.
- Finance met on Monday, July 29th, as of the end of June there was nothing unexpected in our financials.
- Stewardship continues to pull in FY 18/19 pledge payments.
- The Auction Team is working to increase publicity of the event and the need for donations. We ask that the board consider providing something for the auction as was done in past years. We also hope everyone attends the event on November 2nd!

Building/Grounds and Safety/Security
- We continue to try to complete our final list of jobs for Faurot. The outstanding list from construction is:
  - Reroute and adhere pipe insulation in the lower level.
  - Complete the sky lights located in the Art Room
  - Replace water damaged ceiling tile.
  - Sand down uneven pavement on the sidewalk in front of the church.
  - Repair ceiling near the Welcome Desk and Conference Room.
- We also have an issue with the sinking cement pad the Xcel transformer sits on. This is located in between the playground and kitchen. I have a service call in with Xcel to see what they can do, but we will need to divert our water run off as soon as possible. This seems to be the reason the pad is sinking.
- Acoustical Panels should be installed by the end of August.
- We had a congregant collapse at the end of the service on Sunday, July 28th. Several physicians were in attendance and stayed with them until an ambulance took them to the hospital. The congregant was released Tuesday, July 30th and is being monitored by their doctor. Overall our response systems were good, but we have learned a few things about notifying the person in the pulpit in an emergency.

Staffing
- Yvonne Wilken has hired a new Program Coordinator, Alice Burson, at 20 hours/week with the possibility of going to 30 hours/week.
- We are trying to get the senior staff and any other staff members to take a Professional Interim Training course through the UUA. Jan Gartner, the Compensation and Staffing Practices Manager with the UUA, highly recommends this for our staff. This includes information for you to review. https://www.uua.org/careers/re/interim/professional-interim-training.
- The staff is very excited for Rev Elaine to begin this Sunday.

Respectfully Submitted
Cris Cardenas