Minutes of Meeting

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

   Acting Moderator, Jill Van de Water called the meeting to order at 6:38 PM.

   **Board of Trustees Covenant:** I promise myself, and covenant with members of the leadership, to respect and trust each other. With honest intent, I will honor the leadership, its process, and goals, by following agreed upon norms. We will strive to make our role as trustees personally rewarding. In living this covenant, we will steward this church as we seek to realize its vision and fulfill its mission.

2. **Approval of agenda**

   Jill requested that two items (identified as items 7 & 8 below) be added to the agenda. Hearing no objections, the agenda was then approved by acclamation.

3. **Approval of minutes from October 3, 2019 BOT meeting.**

   Hearing no objections, the minutes were approved by acclamation.

4. **Check-In/Go-Around**

   Those present each spoke of something that they were grateful for.

5. **Governance – Complete Answers to Governance Team Questions**

   The set of governance questions directed to the Board by the Governance Team (GT) was posted to Google Docs for input by individual Board members. In addition, the Board met on Zoom to discuss the questions and offer responses as a group. At the meeting, the Board agreed that these sets of responses should be consolidated into one document and then transmitted back to the GT. It was noted that in some cases, the responses were not definitive answers, but were meant to provide a basis for further discussion by the GT, the Board and the Congregation.

6. **Governance – Create Governance Task Force?**

   At last month’s meeting, the Board had previously discussed the potential for forming a Governance Task Force (GTF) to follow the work of the current GT. The purpose of the task force would be to consider and recommend changes to the governance structure of First U. After discussion, the Board concluded that creation of a GTF would be a likely next step, but
that the best time for this to happen would following the Dream Summit. In the meantime, the Board felt that the GT should continue its process of discovery.

It was noted that there is currently a lack of clarity regarding the roles and responsibilities of other key groups in the Church, such as the Committee on Ministry (COM), Leadership Development Committee (LDC) and Healthy Congregations Team (HCT). The Board concluded that desired roles for these groups should be considered in the context of any changes to our governance structure once the GTF is created. In the meantime, Rev Elaine will meet with LDC and COM to discuss their current situations. The Board should meet with the HCT.

7. **Policy on memorial gifts**

   It was noted that there is currently no policy on memorial gifts, and whether gifts may be designated to specific functions of the Church. It was noted that the recommended approach within the UUA was to provide for a choice between endowment and operations, but not specific functions. Our endowment fund provides for an annual distribution of up to 3% to operations (the annual budget), based on recommendation by the Board and approval by a vote of the Congregation.

   The Board agreed that a team be formed to study this issue and make recommendations. Suggested candidates for this team are Jill, Jeff, George Belsey and Tony Ruckle.

8. **Policy on Membership**

   It was noted that the subject of membership is not adequately defined in the bylaws (Article 1, Section 2) and that there is currently no policy relating to the benefits and restrictions relating to members and non-members. The Board agreed that this subject will require further study, but no assignments have yet been made.

   The Board also noted that policies adopted by the Board have not consistently been incorporated in governance documents in a way that is clear and accessible. This deficiency will be addressed in the future work of the GTF.

9. **UUA Pacific Western Region—PWR Leadership Experience**

   The PWR will be conducting a leadership seminar in Golden, January 17-19 for which a limited number of scholarships will be available (number unknown). Registration cost would normally be $450. The Board agreed that we should discuss with LDC and suggest that they establish a process for members of the congregation to apply for these scholarships.

10. **Comments on DM, Ex Dir and Assistant M Reports**

    Copies of reports are available on the BOT Basecamp.

11. **Appreciative Inquiry Update**

    Rev Elaine reported on the current status of AI. The main focus continues to be the listening sessions, which had been completed by about 100 people so far. There are now two versions of the sessions available (one and two hours), which should make these sessions more adaptable to people’s schedules. One-on-one sessions with families are currently being planned.

12. **Report on Church Auction and Wine Tower**

    The Church auction was a great success, with record proceeds of $55k+ net. The Board hosted the Wine Tower event with bids of $40 each for 12 highly rated bottles of wine. The cost for this event was $275, which works out to $30 per Board member. Please pay Doug.
13. Leadership Touchstone Tues Dinner Dec 10
   The Board will be hosting Touchstone Tuesday on December 10th. We will need volunteers to up, clean up, help serve and socialize. Each Board member owes $10, please pay Jill.

14. BOT Calendar—Board Self-Evaluation
   Sheila, Jill, Claire will meet this month

15. Votes from email/basecamp
   There was no business requiring votes by the Board on Basecamp of email during the past month.

16. Adjourn
   7:53