

UUCS Board Executive Committee Meeting

December 26, 2018

Attending:

Lynn Cardiff
Benjahmin Boschee
Robin LaMonte
John Prohodsky
Rick Davis (Ex-Officio)

Staff: Samantha Scales

The meeting was called to order at 4:00

The chalice was lit and opening thoughts provided.

January Retreat

There was discussion about plans for the January retreat. The retreat will focus on the Strategic Plan for UUCS. An early focus will be on the Covenant of Good Relations. Rick reported that the Committee on the Ministry and the Safer Congregations Committee are working on this. Rick will have sermon on the covenant in early January. The Safer Congregations Committee is addressing the issue of how to respond when members of the congregation fail to abide by the covenant. Rick will report on the status of the covenant at the Board retreat. A draft covenant will potentially be available by the water communion in the fall. Benjahmin noted that the Strategic Plan has identified a number of resources that are available to help with drafting a covenant. Rick noted that members of the committees have accessed those resources. The draft Covenant of Good Relations will be reviewed and approved by the Board before it is submitted to the congregation for adoption.

There was discussion about the activities of UUCS Teams/Committees in developing a vision statement, mission statement and goals. There should be a process for evaluating how each team is performing in meeting their goals.

Board members should bring the Board orientation manual and a copy of the Strategic Plan to the January retreat. The Board's role will be to develop a process for Team/Committee planning, using vision, mission and goals, and to maintain progress towards an updated covenant. **This is a Board Information Item.**

Annual Meeting

There was a discussion about planning for the Annual Meeting. Lynn will begin discussion of the responsibilities of each Board member. **This is a Board Information Item.**

Communication with the Board

The Committee reviewed the need for written reports to the Board. Without regular reports, it is difficult for the Board to maintain policy oversight. The Committee discussed the frequency of reporting and suggested the following schedule:

Monthly Reporting

- Facilities
- Music
- Religious Exploration
- Continue Social Justice Action Team

Quarterly Reports

- Team Council
- Worship Team
- Membership Team
- Communications Team

Annual Reports

- Microfinance Team
- Lifelines Lay Ministry Team
- Connections Team

Administrative staff is expected to update the Board when issues arise.

There was discussion about how the Board can meet its responsibility to be informed about what is occurring within UUCS. There was also discussion about improving communication between the Board and Team leaders, including having a schedule of presentations to the Board from Team leaders. The Committee recommended that this be a topic of discussion at the February retreat. Improved communication is part of the implementation of the Strategic Plan.

Worship Team Policies

Worship Team policies have been finalized and will be sent out with agenda. **This will be placed on The Board Action agenda.**

Accessibility Team/Adding New Teams

Rick discussed his work with Ben Cavaletto to develop an “Accessibility Team” to address congregational accessibility issues (hearing assisted devices, signing, transportation needs, special needs children, etc.). The Committee discussed the need for a policy and process for the formation of new committees or teams. Often, the Board is not aware when an idea leads to a new group being formed, which creates a potential for conflict if the Board has concerns after a team or committee is already operating. **This is a Board Information Item**, for discussion.

Budget Priorities

The Board needs to provide the Budget Committee with the Board Budget Priorities by early February, to guide budget development. Lynn will lead the discussion, with a goal of developing the Priorities. **This will be placed on the Board Action agenda.**

The chalice was extinguished and closing thoughts provided.

The meeting was adjourned at 5:15.