Board of Trustees

Minutes - June 12, 2024 - 5:30 pm

Zoom Link

Useful links: Bylaws | Governance Policies | Board Terms | Board Annual Calendar | Archives

Attendees: Craig Whitson, Jim Curley, Susi Nord, Arthoen Wolf, Anne Meyers
Exiting Members: Kelly Mahony, Jim Schlosser, Roger Ballou
Michael Leuchtenberger, Lyn Marshall, Lea Smith

1. Chalice Lighting / Board Covenant (2 minutes until 5:32)

We gather intentionally as a board for the faithful discernment of what the church is called to be and to do.

- We will honor each other's time and commitment by arriving prepared.
- We will open our hearts and minds to each other in the spirit of patience, respect and humility.
- We will engage deeply, carefully listening and reflecting.
- We will respectfully challenge one another when necessary.
- We will speak with one voice once we reach a decision as a board.

2. Litter & Gratitude (3 minutes until 5:35)

3. Consent Agenda: (5 min until 5:40)

- VOTE: May Minutes

4. Annual Meeting Debrief (15 min until 5:55)

- What went well? What could be improved?
- Congregant input meriting Board consideration?
- Ideas include:
  - Holding conversations in advance with individuals that may have concerns
  - Perhaps separating the budget vote from the annual meeting
  - Identifying a random sample of congregants to engage in early planning for the next year
  - Plan to discuss the Treasurer issue next year; especially make the point about how eliminating the Treasurer position may remove certain ambiguities among roles and be more consonant with policy based governance

5. Review plan for linkage with Community Moral Owners - Jim S. (5 mins until 6:00)

6. Election of New Board Officers (15 min until 6:15)

Chair Craig Whitson, was nominated, seconded, and approved unanimously
Vice-Chair Jim Curley, was nominated, seconded, and approved unanimously
Secretary Anne Meyers, was nominated, seconded, and approved unanimously
Job Jotter Temporarily Susi Nord will serve in this role

Departing BOT members excused

7. **New Board Member Introductions** (20 min until 6:35)
    - Introductions all around
    - Review Rough Schedule for 2024-25 Church Year - Craig
    - Reading assignment:
        - Getting Started with Policy Governance (John Carver foreword and Chapter 1)
        - Nested Bowls
        - New board members will get copies of these books, either from ML or on their own, to read for the next meeting.
    - Board Google Docs brief introduction - Michael
        - Discussed various ins and outs of shared Google workspaces & shared drives
        - It was suggested that a secretary with Google workspace knowledge may be helpful for digital clean up of document sharing in shared drive

8. **Q3 Financials Review - Lea** (10 mins until 6:45)
    - Link to Q3 Financials
        - Lea went over the Q3 financials (which were the same as presented at the annual meeting) and answered board questions. Areas discussed: capital reserve funds, comparative tools, health insurance and liability insurance costs. A discussion was had regarding Lea's role and how often she will need to be present at meetings to make information clear to the Board; this information was previously reported on by the Treasurer.

9. **Retreat Plan / Scheduling** (10 min until 6:55)
        - **Suggested dates:** Aug. 30-31, alternatives limited and suboptimal: Sept 13-14, Sept 20-21
          The Board selected the Aug. 30-31 date, 5:30-8:00pm on the 30th; 8:30am-4:30pm on the 31st
          Chair provided a description of the retreat for new board members.

        - **Friday:** Board & OLT - Potluck dinner
            1. Board Role Review
            2. Roleplay: Ops vs. Board work

        - **Saturday:**

Morning:
- New Board PB-G Orientation
- Fiduciary responsibilities
- Google docs / Way of working

Lunch: Please bring your own bag lunch

Afternoon:
- Board (Old & New) - Powerful Question transition - completion planning
- Discern new means policies requiring development

10. Ministerial Contract Approval - Craig (5 min until 7:00)

- Contract Draft
  - The Board discussed approval of the contract for Micheal; the only change made between this year and last is the amount of salary and the date.
  - **Motion** was made (Jim Curley) to approve this contract as written, seconded (Susi Nord). Discussion was had surrounding the preparation of new board members for this item, with the suggestion that we consider creating an onboarding document with a timeline of recurring events for the next Board turnover. **Motion passed unanimously.**

11. Powerful Question Linkage Project Status - Craig (20 minutes total until 7:20)

- Progress to date
- Plan for linkage with long-term congregants
  - Craig provided an overview of this project, and this will be discussed more during the Board retreat.

<< 5 MINUTE BREAK >>

12. Policy Monitoring Plan - 2024-25 - Craig (10 mins until 7:25)

- Review policy structure and monitoring schedule
  - This item was tabled in the interest of time and will be discussed during the Board retreat in August.

13. Operations Update - Michael (20 mins until 7:45)

- REPORT: Operations Report

14. Meeting Evaluation - All (10 minutes until 7:55)

- How did we/you honor one another's time and commitment?
- In what way did we/you open hearts and minds to each other in the spirit of patience, respect and humility?
- How did we/you engage deeply during this meeting?
- How did we/you respectfully challenge one another when necessary?

15. Job Jotter Readout

16. Monthly Highlights

- The Ministerial Contract was approved for signature by the Board
- We hired two young explorer guides for the fall
- The annual Spring picnic was a successful community event
- The auction, plant sale, and ebike raffle fundraisers were either on target or beyond

17. Closing Words - Craig/Jim

18. Next Meeting (September) Closing Words and Snacks

- Closing words and snacks schedule

19. Reminders

- Community Moral Owners Linkage Zoom Meeting - June 15th 10:00-11:15am

Upcoming Agenda Items (in order of priority)

1. Plan monitoring next steps and assignments
2. Monitoring reporting per TBD schedule

Parking Lot (items mentioned at previous meetings that might be addressed someday)

Ongoing Monitoring Items

- Do Ends need revision or prioritization based on "Powerful Question" linkage program results
- Financial structure/organization
- Do we need a Board Governance policy requiring Ends Survey and Operations Assessment in alternating years?