DuPage Unitarian Universalist Church
December 19, 2023, 6:30 pm in the Founder's Room and via Zoom
(Approval at the January 16, 2023 meeting)

**Call to order:** Ann Arellano

**Roll Call:** Board members: President: Ann Arellano, Caroline Bailey, Chris Cable, Brigid Coleman, Nell Haslett-Brousse, Katie Hay and Kelley Trombly-Freytag. Ex-officio member: rev. mandi huizenga; Tina Lewis, DME; Steve Cooper, DRE; Karen Peck (COSM).

**Opening Words and Chalice Lighting:** Ann

**Board Covenant:** Guided by our seven UU principles, we encourage unity, honesty, transparency, and communication. We model curiosity, patience, and active listening. We are prompt, prepared, focused, respectful, and welcoming to all at meetings. We offer and accept constructive feedback, honor all voices, practice discretion and speak with one voice, unified in our work with the congregation.

**Process Observer:** Karen

**Gratitude/Check-in:** Led by Ann

- Kelley thanks everyone helping with the Solstice Service
- Brigid is grateful for our volunteers and our community.

**Changes to the Agenda:** None

**Consent Agenda:**

- Reports from the Minister, Staff, Committees reporting to Board
- Board of Trustees Meeting Minutes – November 21, 2023
- Consent agenda approved unanimously.

**Items Moved from the Consent Agenda:** none

**Old Business:**

- Capital Campaign update
    - Leadership team has been assembled. It consists of chairs Dean Reschke, Kat Gelder; Doug Kocher-Cowen, Karen Hutt, Kevin Mulqueeny as vice-chairs (recruit those who will do the ask and making those assignments), Steph Quirk (marketing), Pat Lichtman (event planner), Lyndi Sprietsma (stewardship).
    - **Motion #1:** The Board moves that the Campaign Leadership Team may spend up to $10,000 from the capital campaign fund on marketing/communications education about the campaign and food, staffing, and activities for a congregation-wide capital campaign kick-off event in February 2024.
    - Motion passed unanimously.
- Policy 4, 5, 6 review status – End of March Deadline

- Things are moving along very well with Sections 4 and 5.
- Section 6 is postponed until next year to give Tina time to consider changes.
- Section 7 will be updated instead. Board will review next month.

**New Business:**

- Governance process review – Caroline: What it means to be a liaison from the board to a committee or from a committee to the board.
  - Board to committee can shed light on what is going on in other committees. Reduce the committees being "siloed".
  - Committee to board can explain details/subtleties to board.
  - Need better definition of this role. Add to job description of board member?
  - Kelley will lead next month's discussion (The repository).

- December Board growth and exploration (and assignment for Jan.)
  - Discussion on Authority versus Leadership.

- Emergency protocols
  - Distributed to board members, reviewed and discussed.

**Comments, Announcements, Other Business:**

- Other Comments and Announcements
  - Report from process observer/time keeper
- **Motion #2:** Arellano moves that the Board enter into Executive Session.
  - Kelley seconds.
  - Motion passed unanimously.

**Adjourn:**

- Katie moved to adjourn the meeting.
  - Kelley seconded the motion.
  - The board voted unanimously to adjourn at 9:02 p.m.

Respectfully submitted by Katie Hay
Clerk, DuPage UU Church Board of Trustees

# Appendix

## Motion from December 2023 Board Meeting

**Motion #1:** The Board moves that the Campaign Leadership Team may spend up to $10,000 from the capital campaign fund on marketing/communications education about the campaign and food, staffing, and activities for a congregation-wide capital campaign kick-off event in February 2024.

- Motion passed unanimously.