

**FIRST UNITARIAN CHURCH OF WILMINGTON, DELAWARE
BOARD OF TRUSTEES MEETING MINUTES**

**July 18, 2016
7:02 pm to 8:50 pm**

PRESENT: Jenny Brown, Steve Cohen, Donna González, Bill Hardham, Marilyn Hyte, Jacqueline Kairis, Phil Krape, Linda Sanders

ABSENT: Rev. Roberta Finkelstein, Anna Hamilton, Becky Laster

(Note that the sentences in bold are work assignments.)

OPENING

- Marilyn reviewed the agenda. **The Finance Committee update has been moved to September** due to illness. Rev. Roberta has submitted the annual year-end report to the Strategic Planning Committee. **Phil volunteered to put the committee's report in its final form.**
- Donna lit the chalice and shared centering words.
- Donna is the process observer.
- Thank you cards will be sent to Marie Oakberg, Judy Govatos, and Cindy and Steve Cohen for their work for our church and community. Next month we will recognize the worship associates. **Linda will forward the worship associate list to Marilyn.**

EXECUTIVE REPORT FOR EXECUTIVE LIMITATIONS

- EL#3- Financial Planning & Budgeting. A discussion was held about the future of the EEC and our relationship to EEC since their director will be retiring in a few years. The suggestion was made that we look into this further.
- EL#4- Financial Conditions & Activities
- EL#6- Asset Protection
- EL#9- Ends Focus of Grants and Contracts

All reports were accepted unanimously.

TREASURER'S REPORT

- Steve reviewed the highlights of the 2015-2016 fiscal year. We ended with a surplus due to pledge income. Fewer staff resulted in lower personnel costs. Conservative spending of their budgets by current staff helped, also. The projections for the church's financial health for FY 2016-17 are good.
- Nancy Pinson and Suzanne Perry will be meeting with us in September to discuss membership. Debbi Zarek is handling marketing outreach and will meet with us later.
- The July 2016 Financial Report was approved.

CONSENT AGENDA

- June 2016 Board Meeting Minutes was approved.
- June 2016 Financial Report was approved.

STRATEGIC PLAN UPDATE

- **Linda will send us the Summary of Progress of the Strategic Plan FY2015-2016 and the Re-Imagined Strategic Plan for FY 2016-2020.** This last is the only document that we will

need at the board retreat.

- Board actions are yet to be decided..
- **Congregational workshop dates will be in January..**

FINANCE COMMITTEE UPDATE

- A vote was taken to approve that Anna Hamilton, as chair of the Board Finance Committee, be permitted to view the church financial accounts. Approved unanimously.

POLICY GOVERNANCE

- Bill Hardham is the chair of this Board standing committee..
- **Linda, Marilyn, and Jenny volunteered to be on the committee. Bill will recruit a member of the church to serve on this committee. Bill will set up a meeting in the next few weeks.**
- **Marilyn will develop a work plan. The committee will report to the Board every other month.**

BOARD RETREAT

- The agenda has been sent. Rev. Roberta recommended that the Board develop an Annual Vision of Governance (AVG). She will facilitate this workshop for us. She will discuss the progress with the Annual Vision of Ministry in a separate session.
- Food sign-up was passed around. **Marilyn will send it out.**
- **Donna will do the closing reading on Friday. Jacqueline will do the opening reading on Saturday and the closing, also if no one else volunteers.**

CLOSING

- Marilyn reviewed follow-up items from tonight's meeting
- Donna observed that everyone participated. We did digress briefly at one point.
- Donna provided closing words.
- The meeting adjourned at 8:50 pm