

FIRST UNITARIAN CHURCH OF WILMINGTON, DELAWARE BOARD MEETING MINUTES

MEETING: Board of Trustees Meeting, January 25, 2016. **TIME:** 7:02 p.m. – 8:52 p.m.

MEMBERS PRESENT: Ostin Warren, Marilyn Hyte (video), Donna González, Becky Laster, Anna Hamilton (video), Jacqueline Kairis, Doyle Dobbins, Linda Sanders. **MEMBERS ABSENT:** Leslie Dickerson,
NON-MEMBERS PRESENT: Roberta Finkelstein (video), Marina VanRenssen (video),

Recording Secretary: Doyle | Process Observer: Anna | Centering: Ostin

Note: To better ensure follow-through with action items from Board meetings, areas for specific follow-up are **highlighted in red font** throughout this and subsequent meeting minutes and Board decisions are **highlighted in green font**.

Agenda Review: Ostin reviewed the creative upside/down agenda to begin the meeting.

Opening Words: Ostin read our seven principles for the opening words as Anna was off site.

GOVERNANCE / LINKAGE-ENGAGEMENT

Budget Introduction – Marina/Steve: Ostin reminded us that the ET creates the budget and the Board's role is to endorse the budget. Marina provided a summary review of the proposed FY 2016-17 budget, with regular input from Steve—the new budget is quite similar to this year's. Questions were raised regarding rental, Amazon, and various categories of pass-through income. Expense questions included changes in staffing and related costs, 3% COLA increase across the board for current staff, professional expenses, contract staff expenses, credit card expenses, buildings and grounds expenses, reserves in multiple categories, publicity, and long-term anticipated expenses. Marina and Steve provided information and clarification for each question. **Some tweaking and adjustments will be made to the budget based on our discussions, but no endorsement will be made at this time**, as we have approximately three months to complete that step. **We see some challenges ahead, which can be addressed in the future. Staffing and reserve issues/concerns were identified and will be re-visited.**

Treasurer's Report – Steve: December was a very good month for end-of-year income; the amount should sustain us through the remainder of the fiscal year. Staffing percentage costs are lower than usual—see Steve's report for additional comments. The external audit is near completion and no surprises or problems are expected to emerge. The Internal Audit Committee is getting back on track and the monthly review will be re-established and maintained. Electronic security may be a risk that will need attention in the future.

Youth on Board – Ostin: The youth group and the nominating committee have asked if a youth member could serve on the board. There are a number of possible options that can be considered and some might require amending the Bylaws. **Ostin will follow up with various individuals, including members of the youth group, collect input, and report at a future board meeting feasible options.**

January Thank Yous: Jim Weddell, Philip Krape, and Richard Speck were recommended for recognition via thank you cards, especially for their work on the building and snow removal. Ostin circulated the cards for completion.

Process for GA/CERG delegates – Marilyn/Jacqueline: The map of the new CERG region was presented and a timeline chart for both CERG and GA. Delegates are needed for both—more participation of 1st U. members is one of the goals. Informational meetings regarding CERG would be important prior to the vote to approve CERG in April. The process for approving GA delegates is in place. Better promotion of both CERG and GA will be helpful and the reporting back of delegations, in ways to be determined, should provide our members with better linkage to CERG and GA. **Additional information will be provided at future meetings.**

Strategic Plan Update – Linda/Becky: Report postponed until next month.

CONSENT AGENDA

All reports and documents were made available with sufficient time for members to seek clarification or suggest minor corrections with the author of each, according to our Consent Agenda plan.

November/December Treasurer's Report – Steve

November Incidental Report – Roberta

December Incidental Report – Roberta

BETL #3 Report – Marilyn

Ends #2 Report – ET/Roberta

GP #5 Report – Doyle

November Meeting Minutes – Doyle

Doyle moved that we approve the consent agenda; Donna seconded; motion passed.

MONITORING / GOVERNANCE

In the works:

E-voting/proxy voting bylaws legal review – Ostin: **Legal assistance has been found to review the Bylaws and the results will be reported at a future board meeting.**

Changes in investment strategies – Ostin reported that he and Barry are continuing to discuss investment options and more will be reported at future meetings.

Proposals/input regarding board social justice statements – Doyle provided a short update:

- UUSC team will manage the public resolutions, but agreement on a name change is pending.
- Best ways to publicize and utilize the resolutions are evolving.
- Chad Tolman is anxious to have a resolution on climate change; work has begun to achieve such.
- A short presentation at the Delmarva Cluster on our resolutions generated significant interest; a legislative ministry may evolve via the Cluster and centered in Dover.

EL # 3 & 4 and GP #4 reports are postponed until next month.

Safer Congregations Workshop – Ostin reported the date for the workshop as Saturday, February 6th from 12 noon to 4:30 p.m. Also Roberta and Barry will host a dinner at their home that evening with Debra Haffner. Board members are encouraged to attend both.

BOARD DEVELOPMENT

Leadership: Marilyn and Ostin presented a chart of board member terms, identified leaders (Strategic Plan leaders should be added), and emphasized the importance of finding committed members and leaders—an important and timely task to achieve every year. Ostin provided a brief summary of his duties and activities.

Skit: All agreed that it is a good/fun skit (thanks Linda) and look forward to its presentation on February 21st.

CLOSING: Process Review – Anna was complimentary regarding our process. She offered closing words, and the Meeting was adjourned at 8: 52 p.m.