

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

MEETING: Board of Trustees Meeting, October 19, 2015. **TIME:** 7:02 p.m. – 8:48 p.m.

MEMBERS PRESENT: Ostin Warren, Marilyn Hyte, Donna González, Jacqueline Kairis, Becky Laster, Doyle Dobbins, Linda Sanders. **MEMBERS ABSENT:** Leslie Dickerson, Anna Hamilton

NON-MEMBERS PRESENT: Roberta Finkelstein.

Recording Secretary: Doyle | Process Observer: Becky | Centering and Chalice Lighting: Leslie/Ostin and Becky

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 agenda as a beginning to the meeting.

Opening Words: Ostin provided the opening words, as Leslie was unable to attend the meeting. Becky was provided a copy of the board covenant for reference purposes, as she offered to be the process observer.

MONITORING

Members expressed appreciation for the new condensed format, which Roberta and the ET presented, for shorter and more concise monitoring reports. Both for Ends and policies this approach makes the reports easier to read and digest, while providing essential content and documentation.

Ends #1 Report: Discussion evolved around whether or not the Ends Reports should or could be part of the Consent Agenda—**this possibility will be considered at a later date**. Intergenerational activities highlighted in the report are positive. However, Roberta reported that there has been some push back by a few—a balance may be important, maintaining intergenerational participation by having children participate regularly but also having times when they do not. It may be necessary to consider new use of the Warner Room for small children when they need more or different space. **Linda moved to accept the report; Jacqueline seconded; motions passed.**

Executive Limitation #1: Compliance is reported. However, new procedures and new training should be addressed regarding safety, so that everyone feels safe at all times within our building regardless of the event or activity. Catherine will be consulted regarding CYRE safety issues, including background checks for volunteers. Procedures and process need updating. Most likely greeters and ushers should go through safety training annually. New Castle County Police could be invited to do a walk through and give us good feedback. Our policies seem adequate, but **more specific interpretation is needed—this is a Board responsibility**. **Linda moved that the report be accepted with the recommendation that all aspects of safety be addressed as timely as possible; seconded by Jacqueline; motion passed.**

CONSENT AGENDA

The following reports, plus the Minutes of our September Meeting, 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. **Doyle moved that these reports and minutes be accepted; Linda seconded; motion passed.** Suggestions and recommendations in the various reports will be considered when these policies are revised or amended.

- BELT #1 & #2 Reports

- GP #1 & #2 Reports – **Ostin and Becky will follow up on her suggestions for policy changes and submit proposals for the Board to consider.**
- ET Incidental Report
- EL #5 & EL #8 Reports
- Minutes from the September Board Meeting

GOVERNANCE / LINKAGE – ENGAGEMENT

Town-hall Meeting Debriefing: Well attended and good participation. Linda, Nancy, Suzanne, and others will follow up on suggestions and offers by many to volunteer for tasks and projects. **Marketing and outreach need more attention, including training on how to talk with strangers.** . Expectations have been raised, making follow up and follow through very important.

Board Follow Up – previous meetings: Ostin had a handout which color coded completions (green), in process (yellow), and needs attention (red). Roberta provided an update on the public sign and work being done by Jim Davis. **The web site also still needs work.** Target dates and deadlines for completion may be considered **Linda and Doyle will continue to work on the public statements process.** Refining the Ends will be postponed until we are also ready to revise the mission. AVM (annual vision of ministry) will continue to be monitored by Becky, Linda, and Roberta. **Marilyn and Jacqueline will take the lead on developing procedures for selecting delegates for GA and JPD and will interact with Paul Pinson for guidance.**

Special Thank You: Dave Shepherd, Debbie Zarek, Jon Claney, and Edris Harrell.

Important dates for Board: 1/10/16 – hospitality table; 2/19/16 – pot luck dinner; 5/15/16 – annual meeting and hospitality table; Holiday party at Marilyn’s 12/13 evening; stewardship reflections for 10/23—Marilyn Hyte volunteered; another town-hall—2/14/16, with focus on covenant.

Electronic Voting: We are looking at proxy voting as well as electronic voting. Changing the Bylaws is important so that those changes can be voted on at the annual meeting. **Becky moved to approve the proposed Bylaws changes so that a legal review can be obtained within the time available; seconded by Linda; motion passed.**

BOARD DEVELOPMENT

Motivational Thoughts: Ostin asked each of us to express why we became board members. Responses included focusing on the mission, getting beyond the negativity, listening to members and providing input, working on strategic planning, addressing our decline so that we could move in a new direction, bringing new ideas, and helping with course correction.

December Meeting: 12/21, our normal December meeting date, is very close to Christmas. **The consensus by those present is to meet on 12/13 for an evening dinner meeting at Marilyn’s house at 6 p.m.** Business will be kept to a minimum.

CLOSING: Becky provided a positive process review and provided the closing words. Meeting adjourned.