

UUCSR Board of Trustees Meeting

October 21, 2021 6:30 pm (via Zoom)

MINUTES

Voting Members Present: Natalie Brundred (President), Leslie Norinsky (Vice President), Cathie Wiese (Corporate Secretary), Joe Como, John Mason, Paula Hammett, Tamara Murrell, Scott Miller, Mike McGirr

Non-Board Members Present:

Rev. Julie Brock (Minister), Era Capone (DRE), Susan Thollaug (Recording Secretary), Gretchen Vap (Health Advisory Team), Jami Kerr, John and Mary Louise Jaffray, Linda Stabler

Meeting called to order: 6:55 PM (Preceded by an executive session.)

Chalice Lighting, Opening Words, Land Acknowledgment, and Covenant: Paula Hammett, Tamara Murrell, and Natalie Brundred

Meeting Minutes: August 2021 minutes approved; September 2021 minutes approved with one correction.

Agenda review: The agenda was accepted as written.

Consent Agenda:

- Minister's Report
- RE Report
- Approval of Health Advisory Team (HAT) charter
- Approval of HAT members
- Approval of Pat Lavelle on HR Committee

VOTE: The Consent Agenda was approved unanimously.

Open Mic:

Cathie wondered if it would be possible to do our Thanksgiving potluck again this year. She would take the lead and coordinate with Chlele Gummer. Gretchen Vap (HAT chair) said that given Sonoma County's recently-changed policy Thanksgiving can be held at the Glaser Center this year.

Natalie stated that Joe Como has been working to resolve a complicated financial relationship with a local organization, Another World is Possible. Chris Bell had agreed for UUCSR to be their financial stewards, making the

Board ultimately accountable for how the organization handled their money. Joe has now extricated UUCSR from this. It does not appear that the group did anything improper in handling its funds, and they have been fully cooperative in ending the relationship.

DISCUSSION OF BOARD GOALS:

Some of the goals have a lot for one year. One of each task force's first projects should be figuring out what can feasibly be done this year. GANTT charts would be helpful for these goals.

Each task force will decide how to recruit congregants, how many, and how to organize themselves. Updates on each goal will be on the Board's monthly meeting agenda.

GOAL 1: Create an effective governance structure.

- a. Ensure clear lines of decision-making and authority.**
- b. Enact accountability systems.**
- c. Review the Bylaws to identify areas to be addressed.**

Some important early steps were noted: Determining where we will store all of the policies we're generating – on Realm, on Google Drive? Setting up a centralized place to work on documents. Getting access to the Board Google Group for all the Board members. Getting whatever policy documents we have now onto the Google Drive.

BOARD GOAL 2: Support congregational efforts to heal and re-covenant.

The Board has a supportive role in this process, not a leadership role. Board members should look for opportunities to show their support. Attending the COSM healing circles is important for Board members, both in terms of personal healing, and in sharing the personal impact of the experience that Board members went through.

TOWN HALL PLANNING (related to Goal 2):

Rev. Julie and COSM believe that the Congregation needs to gather in person and in community for another phase of healing. The planned format would be Q&A and conversation. Some members have been saying that they are feeling separated from the Board, and this meeting would help reconnect the Congregation with the Board.

This would be a moderated community conversation that is contextualized by our covenant and our principles. We haven't had a community gathering since this all happened. A large community conversation will foster healing in a different way. Some people still have questions, but there are also people saying they are ready to move on.

The Board will have the topic of the Town Hall itself be about looking toward the future. We are at a potential pivot for growth — spiritually and in every other way — that's as big as we've ever had as a congregation. The Board needs to include the Congregation in moving forward in all these different ways to bring new possibilities to fruition. The Town Hall will be a major opportunity to share what we are doing and why we are doing it.

BOARD GOAL 3: Evaluate and Improve Systems of Communication

We have a wide variety of communications needs, and we will need to prioritize them. Paula presented a preliminary “Communications Tool Summary” grid. She and Tamara inventoried the types of communication “purposes” UUCSR currently carries out, including the newsletter, announcements, order of service, directory, social media, website, etc. They noted formats, issues, responsibility, changes needed, and more, about each purpose. There may be an opportunity to adopt new and better tools, so we may be able to retire some things that served a purpose but are now quite outmoded.

GOAL 4: Support the Mission & Vision of UUCSR by reinvigorating our programs and justice work.

We should ask people to reimagine what *could be*, with and without Zoom. Ask questions such as: “What have you missed?” “How can we restart programs?” “What would you like to see?” “What could we provide for each other?” “What would you want to be involved in?”

There is some overlap between Goal 1 and Goal 4, since Goal 1 is looking at organizational structure and how all of these groups fit together, so they'll need to coordinate. Goal 4 will be focusing on whether the many groups that existed in the past are planning to continue, or not, or reshape what they were doing.

GOAL 5: Wherever possible, utilize the resources of the UUA in accomplishing these goals.

People are encouraged to visit UUA.org, where there are lots of workshops and classes for leaders, and many are free. Contact Natalie about classes with a fee, or if a group is needed. The Nominating Committee can also use this resource to support leadership development.

	Goal Task Forces - Board Members' self-assignments			
Goal 1	Natalie : a, b, c	John: a, b, c	Joe: b, c	
Goal 2	All Board Members			
Goal 3	Paula	Tamara	Mike	John interested in some sub-tasks
Goal 4	Leslie	Cathie		
Goal 5	All Board Members			

Update on status of Treasurer — Natalie

We don't have a treasurer at this time, as Jane resigned a couple of weeks ago. The plan is to find a qualified person to take over that position and become a Board member through June. Several people have been approached. Natalie asked Board members to suggest others who might be appropriate. The Bylaws specify that the Board cannot replace a Board member; the Nominating Committee (NomCom) must do that. Natalie has contacted NomCom with possible names and they will take it from there. Mike McGirr, Chair of the Finance Committee, said that FinCom could provide help, i.e., if someone could do just part of the role.

Vaccination verification and Implementation Task Force — Leslie, Gretchen Vap

The Implementation Task Force members are Leslie Norinsky, Gretchen Vap, and Paula Hammett.

UUCSR will be enforcing our vaccination policy by verifying that everyone who enters the building has been vaccinated or can show proof of a negative test within the last 72 hours, starting with Sunday services. There is a field in Realm where the information will be stored.

HAT members will check people off as they enter. Greeters and ushers will not be responsible for enforcement. For people who can't show proof of

vaccination or test results, the plan is to have the service on screen in the breezeway.

Later we'll deal with Saturday Breakfast and other kinds of meetings and events at the Glaser Center.

Update on Human Resources Committee work — Leslie

Current members of the HR team are Leslie Norinsky, Lucia Milburn, Erin Howseman, Linda Stabler and Pat Lavelle. Sharon Smith is consulting until we hire a Congregational Administrator.

The job description for the Congregational Administrator position has been posted. The interview team will be Rev. Julie, Joe Como, Lee Lipinsky and Leslie Norinsky.

Linda Stabler is mostly handling the health insurance plan. Karen Aguiar is working part-time in the office until we hire a new administrator. The position of Music Director is on hold until an administrator is hired.

Anti-racism work in Board meetings

It's clear that there's a will here to become an anti-racist organization. Going forward, it will be important to look at our policies through an antiracism lens, and to look at impacts on marginalized groups as well. Antiracism shouldn't be a stand-alone thing. It needs to be integrated and part of our covenant with each other, but we will need some kind of reminder, perhaps like the Land Acknowledgement, or in the covenant, so that we intentionally put this in front of us at the beginning of our meetings.

Leslie suggested that we have two or three questions to ask each time the Board considers a policy: how would this affect communities of color or LGBTQAI+, or others? It would be part of what we do.

This needs more deliberation. Cathie, Leslie, Tamara, Bev Spears, and maybe Era will form a small group to figure out how we keep our anti-racism, pro-diversity commitment front of mind at our meetings, and how we look at policies in terms of their impacts on diversity. The group was asked to report back to the Board next month with recommendations.

Final questions and review of action items

Carry-over Items:

- Gift Acceptance Policy - Mike will present
- Status of live-streaming - John will inquire of Michael Bingham, and one of them will report.

- Nighttime security - the Ops Team and Glaser Center Committee were charged with developing recommendations. (This won't become an issue until we have a rental coordinator.) Hiring security staff for nights will cost money that will take a while to recover. Joe will work with John Jaffray.
- Joe will provide a report from the Glaser Center Committee next month.
- Each goal team should prepare a report for the Board for next month.

Closing words: Paula Hammett

Meeting Adjourned: 9:36

Next Board Meeting: Thursday, November 18, 2021. 6:30, via Zoom

Respectfully submitted by Susan Thollaug, Recording Secretary