

Unitarian Universalist Church of Berkeley
Board of Trustees Meeting Agenda
Wednesday, March 2, 2022

Via Zoom, <https://zoom.us/j/91070175965?pwd=d2FUcWZCQjYzVEF2MFZabWJQOVRRrUT09>

6:00 PM EXECUTIVE SESSION

7:00 1. CALL TO ORDER & OPENING RITUALS

Welcome new Board Members Michael Armstrong & Pier Sun Ho
Chalice reading & lighting, Personal check-ins, Board Covenant reading, Land Acknowledgement Statement

7:20 2. CONSENT AGENDA – Items may be approved in one motion unless a Board member requests an item be removed for question or placement under discussion/action

- a. Approve agenda
- b. Approve Board Meeting minutes of February 2, 2022 and February 13, 2022
- c. Recommend congregational approval of minutes of February 13, 2022 congregational meeting
- d. Accept monthly Executive Director report
- e. Accept monthly Treasurer's report

7:25 4. MINISTER'S REPORT

Update on re-opening for in-person worship

7:40 5. LISTENING

- a. Announcements – Board Members, Minister, Executive Director
- b. Report from Board listening presence
- c. Congregants who wish to speak to the Board on agenda items or other matters

7:50 DISCUSSION/ACTION ITEM – MINISTERIAL SEARCH

Decisions on search for next minister (start date 8/1/23): Type of minister: Settled, Contract, Interim, or Developmental; congregational outreach/involvement in establishing search team; eligibility; creating Board sub-committee to oversee/coordinate process to establish search team; and related initial steps

8:45 BREAK

8:50 5. DISCUSSION/ACTION ITEMS – BOARD EVALUATION & ORGANIZATION

- a. Appoint a Board subcommittee to plan a Board self-evaluation, with guidance from the requested recommendation from past presidents, and to plan strategic planning
- b. (Time permitting): Consider Board Member roles/responsibilities, Board rituals, etc. pending any changes after Board evaluation: Board Committee appointees; Liaisons; Listening Presence; Beacon; Opening Rituals; Board Covenant; etc.

9:10 6. BOARD COMMITTEE/TASK FORCE/LIAISON REPORTS

9:20 7. OUTGOING COMMENTS

9:30 8. ADJOURNMENT

March Listening Presence: Bill

Freestone-related Workshops (choice of two dates for each workshop):

March 10 & 12, 9 am: Healthy Congregation Workshop

March 31 & April 2, 9 am: Conflict Transformation Skills for Congregations

Aspirational Covenant of the UUCB Board of Trustees

Approved September 2019, updated May 2020

We as the UUCB Board of Trustees agree:

- To stay committed to connection even when we disagree;
- To recognize the fullness of our power, and the many responsibilities that power entails;
- To listen actively to each other and the congregation, and to seek out opportunities to do so;
- To be caring, respectful, present and open-minded;
- To work together to make the changes the congregation needs, as we keep the best interests of the congregation above our own and to live into our mission;
- To support and trust each other in our work;
- To remember the goal of our work is to build a thriving, loving congregation;
- To be unafraid in the face of hard decisions, to be unafraid of making mistakes, knowing that we will learn from them if we do, and to be unafraid of challenging sacred cows; and
- To come to decisions we all feel we can support while recognizing diverse views.

Land Acknowledgement Statement

As we begin, we want to acknowledge that this church occupies land in Huchiun, the unceded territory of the Chochenyo-speaking Ohlone people. We understand that we continue to benefit from the seizure and occupation of this land. We acknowledge and embrace our responsibility to take restorative action. We affirm that this is deeply felt and commit our congregation to be in right relationship with Indigenous communities, aligning in solidarity, supporting Indigenous projects, and caring properly for the land.

Mission Statement of the Unitarian Universalist Church of Berkeley

The mission of the Unitarian Universalist Church of Berkeley is to create loving community, inspire spiritual growth, and encourage lives of integrity, joy and service.

Vision Statement of the Unitarian Universalist Church of Berkeley

The Unitarian Universalist Church of Berkeley is a welcoming and vibrant congregation. We joyously support spiritual development guided by individual faith, reason, and conscience. We are committed to serving one another, the church community, the community at large, and the global community. We foster a spirit of generosity and trust that encourages care for our church home and affirms diversity and relationships consistent with Unitarian Universalist principles.

End Statements (Approved May 2, 2018)

UUCB is a vibrant multicultural, anti-racist, anti-oppressive congregation:

Reaching Out

- We embody and share Unitarian Universalism.
- Our communities experience UUCB as an active and dynamic partner in pursuing societal and environmental justice.
- People rely on UUCB in times of need.

Reaching In

- We invite people of goodwill to make a spiritual home with us.
- We celebrate the diversity of our congregation in the fullness of who we are.
- We reach out to one another across differences to connect in shared purpose.
- We have fun!

Building Up

- We are generous with our time, talent and treasure.
- We steward our financial resources responsibly.
- We are comfortable, open and transparent in discussing both personal and congregational financial matters.

**Unitarian Universalist Church of Berkeley Board of Trustees Meeting
Wednesday, February 2, 2022**

Meeting Conducted via Zoom Video Conference

Minutes – Draft

ATTENDEES

Voting members: Bill Brown, Randall Hudson, Elaine Miller, Beth Pollard, David Roberts, Kerry Simpson, Cordell Sloan, Helen Tinsley-Jones

Absent: Ariel Smith-Iyer

Ex officio members: Rev. Michelle Collins, Tess O'Riva (Executive Director), Ann Harlow (Secretary), Lenore Ralston (Treasurer)

Visitors: Pier Sun Ho, Selene Fabiano, Don Klose, Anne Greenwood, Jane Lundin, Terry Stokes & Ann Riley, Marta Tobey, David Lingenfelter, Larry Nagel, Michael DeWitt, Anita Mermel, Michael Armstrong, Melissa James, Jean Gleason, Lynn Hammond, Alan Davis, Dave Wemmer

A quorum being present, the meeting was called to order by Beth Pollard, president, at 7:03 p.m. Kerry did the chalice lighting and reading, we checked in, David read the Board covenant, and Ann read the land acknowledgment.

CONSENT AGENDA

A motion for the following (M Helen/S David) passed unanimously:

- Approve agenda
- Approve Board Meeting minutes of January 5, 2021
- Acknowledgment of annual UUA Certification
- Accept monthly Treasurer's report
- Accept update on Endowment Committee membership: Co-Chairs Dick Sherman and Anita Mermel; member Jason Russell; member Ira Nelken terming out; Lenore Ralston moving from Chair to advisor, and widening the search for diversity in filling three seats

INFORMATION ITEM

Ministerial Search: Melissa James, UUA/Pacific Western Region, gave a presentation. Observers were invited to write questions in the Chat. Melissa said she and the UUA Transitions Office will be available to support us through the journey of selecting our next minister. She reviewed the types of ministry: contract, interim, developmental and settled. There's been a change lately to more churches hiring full-time, not just part-time, contract ministers. It's done on an annual basis. Developmental ministers are hired to address specific systemic needs prior to a search for a settled minister. Only settled ministers are voted on by the whole congregation, and the understanding is it will be a long-term commitment. She introduced the Transitions

Office website and the resources therein. The Board's role is 1) to begin the process with UUA staff and 2) to create the search committee (may be in collaboration with Nominating Committee). The interim minister's role emphasizes pastoral support as well as being a resource for information and a potential reference for candidates. There is an 11-step process for selecting the search committee (same as in past).

Q&A: There's no strict rule against search committees including spouses of board members, but it can present some issues. This is a tough time with a tight field of candidates. We will be best served by being clear on what our needs and priorities are; have a solid, competitive, sustainable compensation package; and be really honest in our materials. If there is not a match in the first round, there are various options. She will check on cost differences between contract and settled minister compensation. We would be starting the process now for a minister who would start in August 2023. Congregational records "go live" Dec. 1; candidates' names appear Jan. 1; candidates are narrowed down and a selection should be made of a final candidate by April 1. Going for a contract minister with the possibility of them becoming the settled minister can be a mixed blessing. In her experience, people realize things are changing since the pandemic, but the conversation about "reshaping ministry" is just beginning. We can choose any minister we want (not necessarily a member of the UU Ministers Association), but the UUA highly discourages going outside of the UUA system with its higher level of accountability and its UUA support if issues arise. And we need to think about what kind of minister (including how experienced) will serve our congregation best. The reality across denominations is that there is lower supply of ministers than demand, but she thinks a lot of things about UUCB are attractive. Keep in mind we are "being watched" and "there's a lot of information people have access to." She will check on whether other churches offer help with home down-payments like we do. She knows some offer some sort of housing assistance. Interim ministers are not eligible to become the settled minister.

Beth said we will decide at our March meeting whether we want to search for a settled minister so the process can begin.

Minister's Report: Rev. Michelle said the Opening Task Force is still working on what will be a reasonable time to go back to in-Sanctuary services. She is very pleased that an external financial audit is taking place. It should help rebuild the trust of the congregation following the financial "pickle" of several years back. She thinks having had a thorough audit will reflect well on us in the packet for ministerial candidates. Chalice Circles are starting up. She's pleased with the current board and looking forward to working with the new board members.

LISTENING

Announcements:

Michelle said voting for board candidates is now open, to conclude Feb. 13.

Tess reported that she will present a preliminary operations budget next month, so be sure to get requests in. The deadline for having all our documents in for the audit is 8 a.m. Feb. 3. The virtual video tour of UUCB is scheduled for March 3 to simplify showing our space to potential renters. A new HVAC control system is going in. Four tons of metal will soon be removed from the boiler room/shed so it can become a workshop. All parking lot lights are now LED, but timers aren't working yet. The OWL grades 7-9 sex ed class, jointly offered with Epworth

Church, has 10 students and is going well. She has some new applicants for the facilities assistant position. We now have 3 Girl Scout troops meeting at UUCB for free and recently hosted an emergency preparedness event.

Report from Board listening presence: January listener Kerry and February listener Elaine each had a phone call from Kris Homme regarding her strong concerns about the vaccination policy.

Congregants who wish to speak to the Board: Jane Lundin was curious about who the next Board secretary will be; Beth said that would be decided just following the congregational meeting and Ann said a volunteer has been lined up.

DISCUSSION/ACTION ITEMS:

Freestone: Adoption of goals, process and 2022 timeline for the congregation to determine the future of UUCB's Freestone Retreat Property

Michelle presented the proposed timeline. She is aware that there are feelings of broken relationships and hurt feelings in the congregation through previous discussions about Freestone. She hopes the process will provide for both decision making and healing. The process she presented is one that is useful in congregations that are deeply conflicted over an issue, which she doesn't see as the case here but she recommends it as a healthy process anyway. Rushing a process with a lot of feelings involved usually doesn't turn out well. The Freestone Committee had already signed off on the timeline, adding a few suggestions that she incorporated. The church is paying some experts for up-to-date written reports.

David suggested the information-gathering phase should include a cost-benefit analysis and balancing of risks and rewards. Several board members praised the proposal and expressed appreciation to all involved.

Kerry moved and Helen seconded approval of the proposed timeline, and the motion carried unanimously.

BOARD COMMITTEE/TASK FORCE/LIAISON REPORTS

Helen expressed great thanks to the Nominating Committee for coming up with an outstanding slate. The Widening the Circle Committee is still accepting applications to join—check website.

Dave reported Patrick Cullinane is chairing Stewardship. They've decided on a theme and created some visuals. Early pledge event to be Sat. Feb. 26, about an hour long. He noted that Patrick is a past Board president.

OUTGOING COMMENTS

Beth expressed appreciation to outgoing Board members Kerry Simpson, Ann Harlow, and Ariel Smith-Iyer, followed by comments from others.

Beth adjourned the meeting at 9:34 p.m.

Respectfully submitted,

Ann Harlow, Secretary

UPCOMING EVENTS AND BOARD MEMBER RESPONSIBILITIES

February Listening Presence: Elaine
March Beacon article (due Jan. 15): Beth
March Listening Presence: Bill
Next Board meeting: March 2, 7 p.m.

Unitarian Universalist Church of Berkeley Board of Trustees Meeting
Sunday February 13, 2022
Meeting Conducted via Zoom Video Conference
Minutes – Draft

CALL TO ORDER

Board President Beth Pollard convened the meeting at 2:30 pm.

ATTENDEES

Voting members: Bill Brown, Pier Sun Ho, Randall Hudson, Elaine Miller, Beth Pollard, David Roberts, Cordell Sloan, Helen Tinsley-Jones

Absent: Michael Armstrong, Tess O’Riva (Executive Director),

Ex officio members: Rev. Michelle Collins, Selene Fabiano (Secretary), Lenore Ralston (Treasurer)

DISCUSSION/ACTION ITEMS:

Election of Officers

President – Dave Roberts nominated Beth Pollard for President. There were no other nominations. Dave Roberts made a motion to elect Beth Pollard as Board President. Helen Tinsley-Jones seconded this. The vote passed unanimously.

Vice President – Dave Roberts nominated Helen Tinsley-Jones as Vice President. There were no other nominations. Dave Roberts made a motion to elect Helen Tinsley-Jones as Vice President. Pier Ho seconded this. The vote passed unanimously.

Secretary- Helen Tinsley-Jones nominated Selene Fabiano as Board Secretary. There were no other nominations. Helen Tinsley-Jones made a motion to elect Selene Fabiano as Board Secretary. Beth Pollard seconded this. The vote passed unanimously.

Treasurer – Randall Hudson nominated Lenore Ralston as Board Treasurer. There were no other nominations. Randall made a motion to elect Lenore Ralston as Board Treasurer. Dave Roberts seconded this. The vote passed unanimously.

Joining Build Back Fossil Free Letter Coalition

UU congregations have been asked to join the UUA, UUSC, UU Ministry for Earth, UUSJ and UU State Action Networks on the Build Back Fossil Free Letter to President Biden to take Executive Action on climate. The deadline is February 18.

Pier Sun Ho moved, Cordell Sloan seconded, to authorize UUCB, as a congregation, joining on to the Build Back Better Fossil Free Letter. The vote passed unanimously.

Announcement - Early Pledge Event

Dave Roberts reminded the board of the Saturday 2/26/22 early pledge event. He requested that every board member make their pledge prior to this event. This will allow him to start the event with an announcement that this year’s pledge is already off to a good start.

Adjournment

The meeting was adjourned at 2:50 pm.

Unitarian Universalist Church of Berkeley
Congregational Meeting
February 13, 2023
(by Zoom video conference)

MINUTES – Draft

Call to Order and Determination of the Presence of a Quorum

President Beth Pollard called the meeting to order at 12:13 pm and, after some tech preliminaries, a quorum of at least 79 members was established. Rev. Michelle did a chalice lighting with a reading by Albert Schweitzer. Kerry Simpson read the Covenant of Right Relations and Ann Harlow read the land acknowledgment.

Adoption of the Agenda

A motion to adopt the agenda (M Selene Fabiano/S Marin Fischer) passed.

Minutes

The minutes of the May 23, 2021 Congregational Meeting (M David Roberts/S Selene Fabiano) were approved.

Presentation of Flaming Chalice Awards for extraordinary service:

Sheldon Jones presented the award to Jim Acock.

Camille Parker presented the award to Sheldon Jones.

Cheri Stallman presented the award to Elaine Miller.

Karen Elliott presented the award to Helen Tinsley-Jones (pre-recorded).

Information Forum on ministerial search process: Dr. Melissa James, Unitarian Universalist Association/Pacific Western Region Congregational Primary Contact, described the process for calling a minister who would start here in August 2023. She said her key points were that we are not alone as a congregation, we will be supported, and UUCB has a lot to offer any prospective minister. Details can be found in handbooks on the UUA website. After questions and answers, Beth Pollard noted that any additional questions that come up can be sent to her, and the Board will be deciding what type of search to launch at its March 2 meeting.

Interim Minister Report: Rev. Dr. Michelle Collins announced:

- There will be a congregational process over the next several months to determine the future of the Freestone Retreat property.
- The COVID omicron variant has delayed reopening plans. The Opening Task Force continues to review data, including on covidactnow.org. Contra Costa County is still in a high-risk category for large group gatherings. She is hoping we can have in-person Sunday services by the end of March.
- UUA minister Rev. Jeanne Pupke, a national leader, died on Wednesday.

Reports:

- Patrick Cullinane and David Roberts introduced the **Stewardship** Committee's upcoming annual pledge drive, "Sustenance and Sanctuary in Challenging Times." The committee this year also includes Lynne Cahoon, Selene Fabiano, Don Klose, Ladie Malek, and Ariel Smith-Iyer. Pledging can now be done easily online through the UUCB website and new Breeze software.

- Lonnie Moseley, Melissa Rosales and Suzette Anderson-Duggan reported on the **Widening the Circle of Concern** Standing Committee. Several recommendations from the WTCC task force are already being implemented. The task force's report is available on the UUCB website under "About." The process is intended to involve the entire congregation. The Committee can be reached via widenthecircle@uucb.org.
- Tom Tripp gave the **Endowment Capital Projects Oversight** Committee report. A lot has been accomplished, and there is still \$190,806 available thanks to several large donations. Costs for various other potential capital projects are being studied.

Recognition of outgoing Board of Trustees members:

Kerry Simpson, Ariel Smith-Iyer, and Board Secretary Ann Harlow were honored with gifts and words of appreciation from fellow Board members.

Results of Board of Trustees Election: Helen Tinsley-Jones, convener of the Nominating Committee, announced that Beth Pollard, Michael Armstrong and Pier Sun Ho are each elected to a three-year term. Beth thanked and named the Nominating Committee members: Victoria Bowen, Lynne Cahoon, Dayana Claghorn, Robin Cooper, Selene Fabiano, Max Jenny, Sandy Portillo-Robins and Terry Stokes.

Board Installation, Benediction and Adjournment

Rev. Michelle Collins installed the 2022-23 Board with a chorus of "we wills" and gave the benediction, three quotes from Albert Schweitzer.

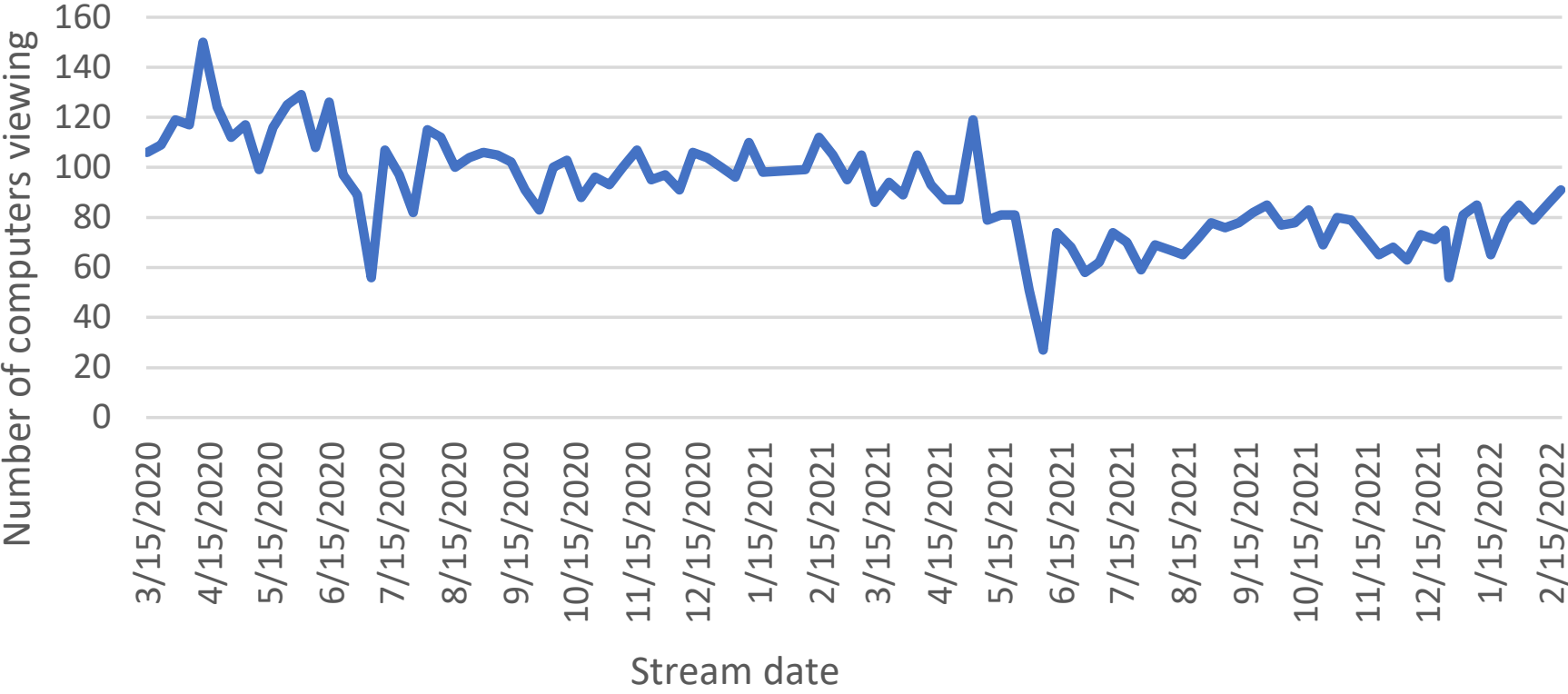
Beth Pollard adjourned the meeting at 2:17 pm.

Respectfully submitted,

Ann Harlow, Secretary

End (Limitation)	Topic	Action/Discussion/Information
	<p align="center">Facilities/Buildings and Grounds</p>	<ul style="list-style-type: none"> • The boiler, tanks, and associated pipes have been completely removed, with pipes capped for safety. Repair work of roof and dry rot will begin next week. Boiler Room is intended to be Facilities Workshop when completed. • Our new furnaces for the Sanctuary had accidentally had the kill switch turned on, so all our attempts to heat the Sanctuary were for naught. It's fixed now. And If I ever find who did that.... Grrrrr • 3D virtual tour recording of main floor and drone video of grounds will happen March 3rd. This should streamline and reduce staff time spent on rental inquiries. • Good Earth schools continue to solidify partnership, including offering staff Covid testing and discussions regarding sharing custodial staff. • Parking lots lights have been upgraded with new LEDs, good thing since they're on 24/7. Timers being reviewed as soon as Jim Milstead can.
<p align="center">Community (People are loved, valued, & connected)</p>	<p align="center">Admin & Operations</p>	<ul style="list-style-type: none"> • Hiring a Facilities Assistant has proven challenging. Paid Indeed and Craigslist ads have both failed me. Considering skywriting. • Please read Caitlyn's excellent article in the march Beacon for a full review of the epic levels of involvement and upgrades she is responsible for. Accidentally hiring a Sound Engineer as our Office Administrator is an achievement I celebrate regularly. • Due to the new access ramp, safety concerns (social distancing), and renter preferences, we will be removing 4 of the large pews and trying to find them a good home. Suggestions welcome.
<p align="center">Faith in Action (Social & Environmental Justice)</p> <p align="center">Sustainability (Preserving and enhancing UUCB's fiscal and physical assets)</p>	<p align="center">Events & Calendar</p>	<ul style="list-style-type: none"> • Rentals booked for most weekends through June. • OWL happening most Sundays through May. • We have offered our space to the Girl Scouts without charge for a CPR/First Aid training on March 21st from 5-9 pm. UUCB members & staff would be able to enroll. Stay tuned! • In contract negotiations with Trackers Earth for UUCB to be their summer drop off/pickup location for their day camps. 3 buses morning and night, 50-65 kids each. Good Earth school has approved plan, so we can move forward without unduly impacting them.

Viewership for online streamed services



See [UUA Settlement Handbook](#) for more information

Ministerial Search Decision General Outline - Board of Trustees - March 2, 2022

1. What type of minister:
 - Contract – contracted by Board of Trustees
 - Developmental – contracted for special purpose
 - Another Interim contract– One to two years, would not be Rev. Michelle
 - Settled – called by congregation

2. Typical Process to establish a Ministerial Search Team:
 - a. Contract, developmental, interim: Search team would generally be established by Board of Trustees. Board would give team general direction on desired skills, knowledge, abilities and such.

 - b. Settled minister: Typical process combines Board and Congregation selection, as in:
 - Each church member is asked for a list of who they recommend to serve on a 7-member Search Team (set an “up to” number of suggestions)
 - The recommendations are confidentially ranked in order of frequency
 - Board presents a list of approx. 12 candidates from the top tier of suggestions, who agree to serve for vote by congregation
 - A top number (+4) are placed on the committee; the remainder are selected by the Board among the remaining candidates to round out its range (e.g. diversity, skills)

3. Board actions to support the establishment of the Search Team:
 - a. Board determination on whether spouses/partners of Board members may serve on the search team

 - b. Outreach to congregants re: their suggestions on search team members:
 - Ask members to suggest names; Consider 1st round using electronic outreach (Google Form?)
 - Board Members contact members who do not respond electronically
 - Ask the Nominating Committee to contact members (excluding committee members interested in serving)?
 - Recruit others not eligible to help contact members? (Board member spouses if not eligible? Past Search Team?)

 - c. Board Member sub-committee to shepherd the process, in these ways:
 1. Tech: Manage the compilation of the list (technology to ask members, compile and rank)
 2. Narrative: Manage the messaging to the congregation about the process
 3. Project manager to coordinate the process?

 - d. Bylaws review (in time for May congregational meeting, if change desired)

4. Other Matters:
 - a. Search Cost/Budget: \$10,000 to \$15,000. Suggestion is to budget \$15,000. Costs generally are for Search Team retreat if off-site, travel/room/board for candidates, candidate week. (Virtual options will minimize costs, but extent of virtual unknown at this time)

 - b. Contact UUA Compensation Consultant; Consideration of Cope Fund

 - c. Staying within the UUA only for recruitment (can be decided later, such as with input from Search Team)

 - d. Board member appointees to Negotiating Team (along with Search Team member)

UUCB Board Self-Evaluation

Draft submitted by Kay Fairwell, Susan Lankford and Jean Gleason, convenor.

Procedural suggestions:

Be sure that each person attending has a copy of the

UUCB Covenant

Board Covenant

UUCB Bylaws

Governance manual and any other documents that guide their work.

The facilitator will need

- Flip charts and/or other tools to record discussion points.

We suggest the board divide into small groups of at least 3 persons, discuss each question and after 10 minutes, bring answers back to the entire Board for discussion.

Note: Contrary to most evaluations, we have not asked for numerical evaluations; we suggest a focus on HOW to improve rather than a score.

Questions for discussion:

As a Board member, have you become completely familiar with UUCB's and the Board's covenants, UUCB's Bylaws and governing policies?

How well do you think the Board follows these guidelines?

How does the Board deal with Board members who may try to shut down other members or dominate the Board's process?

How well does the board adhere to its own covenant? What changes are needed?

With the Seven Principles of the UUA as the guide, has the Board acted as true Trustees of the will of the congregation? What good faith steps has the board taken to discern and obey the will of the congregation?

How well do you think the Board follows these guidelines?

UUCB has a Covenant of Right Relations, created and adopted by the congregation.

- *When has the board successfully acted in the spirit of this Covenant?*
 - When has the Board failed to act in the spirit of this Covenant?
 - What corrective measures have been or need to be taken?
- Have you, as a Trustee, helped to surface unspoken concerns, your own or those of congregants?
- Are there systems in place, such as the advertised availability of a trusted Ombudsperson, to aid this process?

- Is it working?

A covenantal relationship different from a contractual one. How do power differences affect whether a true covenant can be made? The Board interacts with many entities* and people with whom it is not in an explicitly covenantal relationship; presumably our core UU values guide those relationships. Please evaluate the quality of the non-covenantal relationships in which the Board engages.

*Examples: staff; renters; visitors; vendors; service partners (e.g. GRIP)

How would you describe the communication channel between the congregation and the Board?

- What needs to be improved?
- Who will take the lead?
- What is the time frame?

How do you rate the Board's process of orienting new members?

- What needs to be improved?
- Who will take the lead?
- What is the time frame

Does the board/congregation have short-term and long-term (5-year) strategic plans?

- If so, is the congregation aware of these plans?
- If not, how can the Board begin to address this issue?

- What will the Board do with insights gained from this evaluation? If a Board member violates the covenant and/or ethics of the board, are there sanctions in place up to dismissing from the board? Some, such as staff and ministers, are both directly affected by the BOT and constrained by power considerations from giving their candid observations directly. Is there a mechanism for soliciting and evaluating this feedback?
 - If a Board member violates the covenant and/or ethics of the board, are there sanctions in place up to dismissing from the board?\

Next Steps

Before adjourning the meeting, the group needs to review

who is going to do what?

by when ?

to address the issues that have surfaced during the discussion.

Board Member Assignments

Per Bylaws	Position	2021	2022
Nominating Committee	Board VP	Helen	Helen
Bylaws Task Force	No more than 2 Board members	Ann	Appoint in/by 2023-24

By Board Policy (In Governance Manual)	Number of Board Members	2021	2022
Audit Committee	At least one	Randall	
Awards	Vice President	Helen	Helen
Executive Advisory Team (Board President)	President	Beth	Beth
Endowment (Treasurer as ex-officio)	Treasurer	Lenore (mid-year)	Lenore
Finance Committee	Two	Dave, Kerry	
Widening the Circle	Up to Two	Helen, Kerry	

Liaisons/Roles	2021	2022 ?
Appreciation	Ariel	
Chalice Circles	Beth	
Family Ministry	Ariel	
Freestone	Bill	
Music	Elaine	
Program Council	Cordell	
Social Justice Council	Helen	
Stewardship	Dave	
WTCC Task Force	Cordell, Elaine, Helen	Converted to Committee; see above

Draft New Assignments

Ministerial Search: 2-3 Board Members to coordinate establishment of Ministerial Search Team, dependent upon Board decision on search. Suggested roles:

- 1) Set up & manage technology: Congregation to suggest names (Google Form?); means of compiling confidential list for Board; track progress
- 2) Draft text to send to congregation, follow up communications re: process
- 3) Coordinate outreach efforts and monitor progress to meet goal of reaching all congregants

By onset of Search Team: Appoint Board member to serve on Negotiating Team (re: minister contract)

Board Evaluation & Strategic Planning: Suggest 1-2 Members in addition to Board President & VP:

- Guide the Board through self-evaluation and strategic planning in Spring 2022
- Help inform changes in evaluation/strategic planning for next time

Technology Guides?: Say 2 members to:

- Advise and assist the Board about/with its own use of technology to meet its responsibilities
- Advise the Board about use of technology in fulfilling mission