

Committee/Group:	BOT	Chair: Facilitator/Observer:	Renee Buchanan, President TBD, monthly
Date:	2023-02-15	Minute Taker:	Sophie Hannauer, Secretary
Location:	Hybrid In-person meeting -sanctuary Zoom https://zoom.us/j/93897297089 Meeting ID: 938 9729 7089	Meeting started:	6:35pm
Members Present:	Sophie, Renee, Deb, Karen, Karol, Heike, Glen	Meeting adjourned:	8:30pm
Others Present:		Version:	Final
Charge:	https://docs.google.com/document/d/1DGMyiayZutYULViRe60L8Xt9qiqYQgyj/edit?usp=sharing&ouid=113996274166732070477&rtpof=true&sd=true	Opening/Closing Words: Facilitator/Observer: Minister of Delight:	Karen Glen Sophie

Goal	Time	Agenda item (Length)	Discussion	Action
Gather & Grounding	6:35 - 6:52 PM	Welcome & Light Chalice Check-in Delight Centering time (opening words) covenant		
Vote	6:52-6:55 PM	Adopt Agenda <u>Consent Agenda:</u> <ul style="list-style-type: none"> Last months meeting minutes Treasurer's Report: Glen; C-19 SPTF Report: Deb; Minister's Report: Karen 	Reminder that the board representative who reads announcements on Sunday is also responsible for counting the offering. Heike expressed appreciation for worship incorporating multiple voices and interactive elements more often.	Decision BOT voted to adopt the consent agenda.

			Deb expressed appreciation for Karen including more detail in the Minister's Report.	
Discuss	6:55-7:35 PM	<p>Ministry Focus</p> <ol style="list-style-type: none"> 1. Old Business <ol style="list-style-type: none"> a. COSM charge is ready b. COSM member update c. Membership Team charge is ready 2. New Business <ol style="list-style-type: none"> a. Stewardship Team charge draft for discussion 	<p><u>COSM Charge</u> Clarified that the time frame for a formal minister's evaluation is specified in the minister's letter of agreement, and so does not need to be in the charge.</p> <p><u>Membership Team Charge</u> There is an online version of the "blue card" interest form, that is covered by this charge. There probably doesn't need to be a time frame specified for the membership team to check in on absent members. The team will be accountable on this task.</p> <p><u>Stewardship Team Charge</u> Stewardship and finance team used to be separate groups, with stewardship tasked with more budgeting-related items and the fundraising team with only fundraising. This new charge combines both teams into one. There will still be an endowment team that is separately tasked with managing the endowment, but that team will work closely with the stewardship on the endowment where duties overlap. Operating Budget Committee = the Executive Committee plus one representative from the stewardship team and one member from the finance committee. Under this new charge, fundraising events such as Reeb Rave (which have historically been run separately by individuals) would fall under the stewardship team's tasks. This</p>	<p><u>Decisions</u> The BOT agreed by consensus to change the language on membership in the COSM charge to "3-4 members".</p> <p><u>Action Items</u> Karen will share the draft Stewardship Team charge with Eva Wingren and Marian Stimson to see if they are interested in being on the team.</p>

			could help break down silos within the congregation and help the stewardship team coordinate a broader strategy for stewardship and fundraising, and allow for smoother transition in leadership of traditional events. There could be flexibility built into the team and the charge so that individuals who are interested in running specific fundraising events could do so without needing to be full fledged members of the stewardship team.	
Rejuvenate	7:35-7:40 PM	Stretch Break		
Discuss	7:40-8:23 PM	<p>Governance Focus</p> <ol style="list-style-type: none"> 1. Old Business <ol style="list-style-type: none"> a. Rental Policy b. Nominating Cmt: Renee update on calls. 2. New Business <ol style="list-style-type: none"> a. Document Rev. Karen’s housing allowance b. Financial policy- call for board volunteers & suggestion other volunteers c. Review draft stewardship/fundraising team charge d. Feb/March listening session prep (if time) e. Retreat Sat 25-Mar: Ideas for discussion. Location. Agenda-Board Manual AND... 	<p><u>Rental Policy</u> Deb reports that she found nothing that contradicts the rental policy in the church’s insurance policy.</p> <p><u>Nominating Committee</u> Rand Hill will be on board, so we will not suggest him for the nominating committee. Pete Haney may be willing to serve another term on the nominating committee. Process note: The BOT really should not be telling the nominating committee that we want to not nominate someone to “save” them for the board.</p> <p><u>Financial Policy Task Force</u> People who are interested in stewardship may also be interested in serving on the financial policy task force. Karen will reach out to them about stewardship first. New financial policy will broadly cover: - how does money flow in the congregation?</p>	<p>Decisions Renee will lead the financial policy task force, Glen will participate</p> <p>Action Items Email Renee with good board member qualities to share with the nominating committee.</p> <p>Current BOT members interested in stepping into the president elect role next year should reach out to Renee or Virginia Harrison.</p> <p>Renee will reach out to Richard Johnson to see if he is interested in being on financial policy task force.</p> <p>Karen will reach out to colleagues for examples of financial policies.</p> <p>Karen will look for a copy of the old “board notebook”.</p>

		<p>f. Request Nom Com- anyone current board willing serve Pres. Elect? Send characteristics list?</p>	<ul style="list-style-type: none"> - formalizing how money is handled (such as the Sunday offering) - who has access to financial information <p><u>Upcoming Listening Session</u> Questions to ask/publish in the newsletter:</p> <ul style="list-style-type: none"> - What things are going well? - What concerns do you have? - What questions do you have? - What helps you feel connected to the congregation? - What prevents you from feeling more connected to the congregation? - What would inspire you to be more involved in the congregation? <p><u>Retreat Planning</u> Location: Renee’s house Topics: some sort of educational topic, board manual, outline/reflect how our congregation does/does not align with the Hotchkiss model, more education on Hotchkiss model</p> <p>NOTE: Reverend Karen’s housing allowance for calendar year 2023 is \$17,100.</p>	
Decision	8:23-8:24 PM	Vote <ol style="list-style-type: none"> 1. Rental Policy 2. Rental Agreement 3. Key Policy 4. COSM charge 5. membership charge 		<p>Decisions BOT voted to approve the following policies and charges:</p> <ul style="list-style-type: none"> - Rental Policy - Rental Agreement - Key Policy

				<ul style="list-style-type: none"> - Committee on Shared Ministry charge - Membership Team charge
Discussion	8:24-8:27 PM	Observations: Process and White Supremacy Culture (WSC)	Glen pointed out that we always leave enough time for everyone to share their thoughts and that discussions don't feel rushed. Karen pointed out that this is an example of behavior that is not part of white supremacy culture.	
Decision	8:27-8:29 PM	Next Meeting's Roles		<p><u>Decision</u></p> <ul style="list-style-type: none"> - Facilitator/Observer: Karol - Minister of Delight: Glen
Conclude	8:29-8:30 PM	Check-out Extinguish Chalice		