Unitarian Church of Montpelier

Meeting of the Board

Tuesday, January 5, 2016, 6:30 PM – 9:00 PM

DRAFT MINUTES

Convened: 6:30 PM

Location: Unitarian Church of Montpelier, Montpelier, VT

Present:

Amy Willis, Board President
Stuart Russo-Savage, Board Secretary
Will White, Board Member at Large
Melinda Moz-Knight, Board Member at Large
Peter Thoms, 2020 Vision Task Force
Paul Ohlson, 2020 Vision Task Force
Jo Romano, Board Vice President
Priscilla Fox, Board Member at Large
Joan Javier-Duval, Minister (ET)
Nancy Read, Board Financial Officer
Brenda Bean, 2020 Vision Task Force

Absent:

I. Opening/Chalice Lighting: (6:30)
Joan

II. Report from the 2020 Vision task Force (6:40)

a. *The 2020 Vision Task Force presented a memo reminding the board of its charge to the task force and the process the task force used to create this draft of a vision statement.*
b. *The board then received the draft and took time to read the draft, silently.*
c. *Board members then expressed their thoughts on this draft, expressing appreciation for the work done and the qualities of this document.*
d. *Nancy moved to approve the vision statement, Priscilla seconded. Unanimous approval.*
e. *Jo will get the statements collected from the congregation published and out to the congregation and the board.*
f. *A discussion of next steps followed:*
   - *At this Sunday's worship service (January 10), the vision statement will be presented to the congregation (on paper and projected on the wall), read by members of the Board (Jo, Priscilla, Amy, Will, Stuart, & Melinda) with Joan. Amy will get this in this week's communicator.*
   - *Hold "learning circles" – times when smaller groups can discuss and make meaning of the statement – after Sunday worship service on January 17, 24, & 31. Representatives of the board and task force will be present. Jo will create the agenda for these meetings.*

- *Possibly present the Board approved vision statement to the congregation for approval on February 14th.*

III. Minister's Report: (8:03)

We received the report from the minister and discussed Joan's compensation package.

IV. **Executive Session** (8:10)
Discussion of a personnel matter

V. Rereading, Revising and Reposting Policies (8:20)

a. We, inadvertently, opened up a can of worms when proposing changes to existing policies without seeking input.
b. It was discussed that it is important that the board have ownership of the policies.
c. We decided to read all of the policies prior to our next meeting. At out next meeting, we will discuss and consider approval of these policies.

VI. **Reports from Board:** (8:38)

a. Finance Committee (Amy and Joan) – *The preliminary budget will be presented to the board at the March board meeting. Nancy has drafted a statement from the board to the congregation on the status of the endowment fund. Nancy is, also, working on creating an internal audit questionnaire for an audit later this year.*
b. Board priorities (Melinda et. al.) – *Melinda shared this draft with us. We agreed to share this with the congregation soon.*
c. Creating hiring procedures (Joan) – *The executive team has created a basic set of questions to share with the personnel committee. This is in process.*
d. Legacy Research Task Force (Melinda) – *The task force (8-9 people) will first meet tomorrow. Melinda plans to communicate with the board and the 2020 Vision Task Force as the work of this group progresses.*

VII. **AOB:** (9:02)

a. Our March meeting has been rescheduled: Thursday, March 10 @ 6:30 PM.

VIII. Closing: (9:04)
Joan

Meeting Adjourned: *9:05*

Respectfully submitted,

Stuart Russo-Savage

Board Secretary

Minutes Approved: _____