

ESUC Board of Trustees

Minutes

April 17, 2018

Minutes, Leadership Reports, Consent Agenda:	Com. + Board Liaison Reports Consent Agenda:
April Board Agenda + Upcoming Events	Proposed policy Regarding Disruptive Behavior
Minutes of Last Board Meeting – March 20	Nominating Com Slate of Candidates-Connie Hirnle
Board President's Report – Jack Slowriver	P&G Charter Tracking Table – Ann Fletcher
Finance – Treasurer's Report – Ryam Hill	Personnel Com BL Report – Jerry Bushnell
5 Year Financial Strategic Plan – Claudia Hirschey Appendices A & B	HH Dev Task Force Update – David Baumgart
Interim Minister Report-Rev Elaine Peresluha & Membership + Communications Report ES Social Justice Ministry Teams March Report	Appendix C - Spreadsheets for 5 year Financial Strategic Plan – Claudia Hirschey
Director, Finance & Operations – Jason Puracal Appendices A&B – Income Statement, BS FY17/18 Appendix C - Financial Analysis / Charts	Multi-Timelines for ESUC Board Sponsored Projects - Dave
Director, Lifelong Learning – Aisha Hauser	

East Shore Unitarian Church

Board of Trustees Meeting Agenda – April 17, 2018

Board Host: Dave

6:45 Social Gathering

7:00 Opening Words, Chalice Lighting

Tom

7:05 Check In/ Guest introductions

All

7:15 Representative from Right Relations Group

Mary Anderson

7:30 Approval of Consent Agenda

All

7:45 Right Relations and BRJ Discussion

Paul and Jack

8:05 Budget discussion

Ryam

8:15 Five Year Plan

Claudia

8:30 Policy Regarding Disruptive Persons

Jack

8:40 Executive Session: Adjourn to Executive session

Upcoming Events for Your Calendar

- May Exec Council – May 1
- May Board Packet items due Thurs, May 10 by noon: email to Dick Jacke (Volunteer 1)
- June Beacon Board Buzz due Wed, May 9 by Dave??: email to Nicole Duff
- May Board Meeting May 15; Uzma is host.
- Sunday Svc Announcement 4/22 Jack, 4/29 Marcy, 5/6 Dave, 5/13 Jerry, 5/20 Marcy, 5/27 xxx

Opening Words – Dave’s reflection – When it Counts, you can Count on East Shore

Dave recalled how 40+ folks, members of East Shore’s congregation – came together to help Earl Fleehtart and his daughter Alex, and son Randy with the logistics for the reception and memorial for Pat Fleehtart, April 14. This included dozens of food items, ushering, setup, kitchen service, and cleanup. Dave spoke of one lady, recovering from hip surgery and rehab, who struggled to attend the memorial service, dependent on crutches, but found a way to bring in two home-made loaves of delicious banana bread.

Check-in - The board of Trustees includes David Baumgart (secretary), Paul Buehrens, Jerry Bushnell, absent-Uzma Butte (Vice President), Tom Doe, Ryam Hill (treasurer), Marcy Langrock, Mark Norelius, and Jack Slowriver (president). The Board also includes our interim minister, Rev. Elaine Peresluha, Jason Puracal - Director of Finance & Operations, and Aisha Hauser - Director of Life Long Learning.

Visitors: Mary Anderson, Claudia Hirsche, and Den Kerlee.

Housekeeping items: upcoming hosts, announcers, etc.

We need a Board member to deliver Sunday Service Announcements May 27.

Representative from Right Relations – Mary Anderson

Mary passed out a hard copy draft covenant to the board. She stated: *“We are not satisfied with our draft covenant and are going to continue to re-work the covenant to be more aspirational and values driven.”* The covenant will reflect service to our mission and vision.

There was also a discussion of the work of Pam Orbach – our newest consultant helping the RR Task Force and the Board establish a robust culture of Right Relations and Restorative Justice. (see Board vote documented in consent agenda to retain Pam for the engagement beginning in April). For more information – queries may be sent to Louise Wilkinson, Mary, or Mark.

Review of Board Agenda + Consent Agenda - (see content of Board Packet - all Board members are expected to review the entire Board Packet prior to the Board Meeting) - Jack asked if anyone requested to move items from the Consent Agenda to the Discussion Agenda. No items were moved

Approval of Consent Agenda - All

There was discussion centered on Jack’s proposal to issue a clear statement opposed to racism and discrimination.

Jerry moved and Marcy seconded that we approve the Consent Agenda. Motion passed.

Consent agenda major topics (see Appendix 1)

- Right Relations Consultant, Pam, was retained by unanimous Board vote (via email, April 2).

From Treasurer’s Report:

- Financial Stewardship Committee: *(met on April 10)*
 - Tom Doe presented an update on the OFD.
 - Working to finalize the Endowment Charter. We will wait until we receive legal input before creating the final revisions for approval.
- Budget Team: *(met on March 27)*
 - Continuing to update draft budget scenarios. There were still many more numbers needing updating, which is in progress. We also discussed possible alternate income sources.
 - We will have another Budget Town Hall May 6th, after service.
 - Deadline for mail out of budget in voting packet: May 18 (2 weeks notice)
 - Annual meeting and presentation/vote: June 3.

- Treasurer Position: I will be ending my Treasurer position at the end of this year, not next. This is the normal duration of the Treasurer position.

From the Interim Minister’s Report:

- We are requesting that the Board designate Del Lawrence as a life member. Please note that in accepting the consent agenda Del will become a life member of East Shore Unitarian Church.

From the report of the Dir of Finance & Operations:

- Per the request of the Interim Minister Contract Negotiation Task Force, I am requesting the Board to approve an accrual of projected expenses for severance of the Interim Minister, \$21,217. This amount includes salary & housing, retirement contributions, insurance premiums, and payroll taxes.
- I drafted the contract with the Development Minister and received feedback from the SLT.
- I completed an application for pro bono legal services from Way Find. I have not yet submitted the application, as it requires an application fee of \$100.

Slate of Candidates from the Nominating Committee. (Board Packet)

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Letter from Beloved Racial Justice Team - Jack

Jack passed out this letter from Louise Wilkinson (BRJ team) for the board’s consideration to be included in the board packet. This letter is included in the Board Packet immediately following the President’s Report.

Board right relations Summary – Paul and Jack

Paul developed a lengthy statement, summarizing the Board’s acceptance of Right Relations principles, but Jack was concerned that it might be too long and suggested an alternative in his board report (board packet page 8). The UUA Commission on Institutional Change:

“Anti-oppressive best practices should be the standard of practice for all leaders of the Association, paid and unpaid, especially those who are helping congregations navigate new ways of leadership such as regional staff and interim ministers. All such leaders should also understand the role of healthy conflict. These gate-keepers are essential to ensuring the conditions in which religious professionals of color and other professionals from marginalized groups can succeed in the UUA’s white-centered culture.”

There was a discussion about moving forward with Jack’s recommended approach.

Jerry –moved we accept this statement. Marcy seconded. He also suggested a monthly follow-up to review our progress.

Elaine suggested that we define some tangible steps. The letter from the BRJ would be a good start. She also stated that if the board amplifies something then that empowers the staff to move forward.

Mark stated he would like to see Julica Hermann de la Fuente’s rubric which can be used as a metric to reveal progress or lack thereof. *[Note: the Board adopted this rubric at the board retreat last July.]* Jack acknowledged that we have not made much progress with regard to this metric. Mark asked what we should do differently on a go forward basis so that we can make progress. Ryam suggested that more members of the board should take the BRC (Beloved Racial Conversation) sessions.

Paul referred all of us to the letter from BRJ which included 4 statements that the board should seriously consider. He was all in favor – this is the work we should be doing. Jack stated Hallelujah. This is the “potluck” – the main dish. **The board voted, unanimously to adopt the statement and to move forward as outlined in that letter.** Please refer to Appendix 2 for the full text of the statement sent out to the membership and the full text of the 4 recommendations from the Letter received from Beloved Racial Justice. Jack provides the Sunday Service announcements on April 22 and he will highlight this action.

Mark reminded everyone that the board (and Dennis Fleck) is invited to meet with Pam and encouraged all of us to meet with her. April 18, 7pm, the room is TBD.

Lee stated that she would like to see the whole church take the position that we are anti-racist. Aisha repeated Jack's recommendation to read the report on Institutional Change.

Budget Discussion – Ryam and Jason

There will be one more budget meeting this month. We are getting most of the inputs needed to know exactly what the budget amounts will be for each of the scenarios. The Budget team and OFD team have agreed to set \$735K as the goal for the new fiscal year.

Jason – we do need to know how much Right Relations will be requesting in the next year. If the OFD pledge drive is at least \$650K, it appears we would be about \$8500 short of the budget scenario wherein all salaries are at the UUA recommended midpoints and funding for all the ESJCC requested dollars.

We are consulting an attorney to resolve “Way Find” questions related to rental income and related costs.

The Holly House fund still has \$42,000 – and Jason recommends that most of those funds could be re-purposed and applied to the operating budget in our next fiscal year. He suggests retaining \$10K in case costs are incurred to support the current rental of the Holly House to Sophia Way.

The various budget scenarios assume that no proceeds will occur in the next fiscal year from the sale of Holly House property.

The next Budget Town Hall is scheduled on May 6 at 11:30am

5 Year Financial Strategic Plan – Claudia Hirschev, Chair of Financial Stewardship

The current version of our strategic plan was presented on Sat, April 7, to the church leaders at our “First Saturday” discussion. This plan is in the Board Packet this month. Claudia acknowledged a lot of effort was required by her, Jason, and Ryam. Claudia's presentation was based on separate presentation summary notes that were handed out to the members of the board.

The spreadsheets on pages 41 and 42 assume the mortgage is paid off from the proceeds of the sale of the HH property.

Lee moved, Mark seconded – the Board moved unanimously to adopt the 5 Year plan as revised.

(HSA, 9 Board ends, strike the HH paragraph.)

New Policy – Regarding Disruptive Behavior – Jack

The Right Relations Task Force has not yet reviewed or accepted this new policy. Jack and Ryam pointed out that this just gives us a place to start and it will likely be tweaked or revised over the next several months. During discussion, it was noted that our policies have a significant gap about the appropriate processes for members who's behavior is disruptive, but does not warrant being considered for removal from our membership.

Paul moved and Dave seconded that the new policy be referred to the P&G Com and RRTF for review, feedback, and comment to be brought back to the May Board meeting. In the meantime, the new policy will be listed as “Draft” and included in the Board Packet. The Board approved the motion. There was one dissenting vote.

Executive Session – Jack Slowriver (President)

At 8:40pm, we adjourned to Executive Session. All of our visitors exited the meeting.

Our board meeting ended about 9:50pm. Our next board meeting is May 15, 2018.

Respectfully submitted by David Baumgart, Secretary, ESUC Board of Trustees

OPEN ACTION ITEMS: DAVID BAUMGART HAS REPLACED THIS SECTION WITH A PLANNING DOCUMENT THAT IS AVAILABLE UPON REQUEST. THIS PLANNING DOCUMENT IS INCLUDED AS THE FINAL DOCUMENT IN THE BOARD PACKET AND ENCOMPASSES 9 DIFFERENT TIMELINES OF PROJECTS THAT ARE SPONSORED BY THE BOARD.

Appendix 1

The Board adopted or supported the following decisions, below, as part of the Consent Agenda Approval:

Right Relations Consultant, Pam, was retained by unanimous Board vote (via email April 2).

From Treasurer's Report:

- **Financial Stewardship Committee: (met on April 10)**
 - The committee reviewed a right relations covenant, HHD task force update, and the Five Year Financial Strategic Plan presentations.
 - Tom Doe presented an update on the OFD.
 - I reported that Jason and I had met with Craig, chair of Endowment, to clarify the changes needed to the Endowment Charter. Jason also contacted a lawyer to answer some questions prior to us finalizing the Endowment Charter. We will wait until we receive the lawyer input before creating the final revisions for approval.
- **Budget Team: (met on March 27)**
 - The budget team met March 27th and reviewed another more updated draft of the budget scenarios. There were still many more numbers needing updating, which is in progress. We also discussed possible alternate income sources.
 - Jason and I reviewed input from the two Town Halls that we offered this month. We will have another Town Hall May 6th after service, so we can share a more detailed closer to final budget with the members.
 - The Budget team *tentative* timeline will be
 - Budget Team meetings:
April 24
May 22 (if necessary)
 - Town Halls:
May 6th will be another and final Town Hall to explain the hopefully final budget.
 - Final meetings/approvals from FS, FT and BoT in May on 8, 10, 15 respectively.
 - Deadline for mail out of budget in voting packet: May 18 (2 weeks notice)
 - Annual meeting and presentation/vote: June 3.
- **Treasurer Position:** I informed Connie, chair of the Nominating Committee, that I would be ending my Treasurer position at the end of this year, not next. This is the normal duration of the Treasurer position, but I had originally extended to try to help with the transition of a new minister and new Board president. However, due to the ongoing stresses of dealing with members, I finally felt I no longer wanted to continue.

From the Interim Minister's Report:

- We are requesting that the Board designate Del Lawrence as a life member. Please note that in accepting the consent agenda Del will become a life member of East Shore Unitarian Church.

From the report of the Dir of Finance & Operations:

- I attended a meeting with the President and Secretary to provide a financial model for assistance in negotiating the Interim Minister contract conclusion dependent upon the Developmental Minister potential. Per the request of the Interim Minister Contract Negotiation Task Force, I am requesting the Board to vote to accrue the projected expenses for severance of the Interim Minister in the amount of \$21,217. This amount includes two months of salary & housing, retirement contributions, insurance premiums, and payroll taxes.
- I drafted the contract with the Development Minister and received feedback from the SLT. I have sent the revised contract draft to the Personnel Committee and Financial Stewardship Committee with request to provide feedback directly to the Treasurer as Chair of the Developmental Minister Search Task Force.
- I completed an application for pro bono legal services from Way Find. I have not yet submitted the application, as it requires an application fee of \$100. Prior to paying this fee, I would like to have a conversation with someone from the organization about the potential for their attorneys to address the specific questions the Finance Team has. This phone call is pending.

Please see Slate of Candidates from the Nominating Committee.

CHARTER TRACKING TABLE

Henceforth, the Policy & Governance committee will be tracking the various updates of charters. Please refer to the Board Packet, pages 36 thru 38

Appendix 2 - Statement on Anti-Oppression Work

The Board has adopted the following statement, widely distributed on April 19 through an “email blast,” the ESUC website, and ESUC Connections (FaceBook):

Dear East Shore Members & Friends,

Recognizing that anti-oppression work is central to achieving our mission, the Board of Trustees unanimously approved the following statement in last night's meeting:

The Commission on Institutional Change recently released their [Findings Related to the Southern Regional Lead Hiring Decision, Spring 2017](#). This group was appointed to “identify and propose redress issues of structural racism within the UUA.” There are a number of important findings, but the one most relevant to ESUC is as follows:

"Anti-oppressive best practices should be the standard of practice for all leaders of the Association, paid and unpaid, especially those who are helping congregations navigate new ways of leadership such as regional staff and interim ministers. All such leaders should also understand the role of healthy conflict. These gate-keepers are essential to ensuring the conditions in which religious professionals of color and other professionals from marginalized groups can succeed in the UUA’s white-centered culture."

Additionally, ESUC has adopted Board Ends the last two years that urge East Shore to be more inclusive and make efforts to be a be an anti-racist congregation. Specifically, in 2017/18, the Board stated that “we

will make measurable progress moving our congregation from a multi-culturally aware congregation to anti-racist as defined by Julica Hermann de la Fuente, with specific attention to Lifelong Learning, pastoral care, and theology.” de la Fuente’s framework is a little buried on the internet but [can be found here](#). It is a link that is embedded in the first bullet point under the "Preparing Your Congregation" section of the document. There are a lot of great resources on the teach-in page.

The Board of Trustees at East Shore Unitarian Church recognizes that we have not made sufficient progress in becoming an anti-racist congregation and thereby wish to publicly state our commitment to a more courageous and urgent approach to anti-racism at ESUC.

Sincerely, Jack Slowriver, President Board of Trustees

Jerry moved and Marcy seconded that the Board move forward with the statement (above) and the following four action items. The Board unanimously approved this motion.

Excerpt from April 17 letter from Beloved Racial Justice Team:

As you evaluate how the Board and East Shore can most effectively support this position, as well as our principles, ends and mission, we invite you to consider the following points:

- 1. We urge you to explicitly support the Seventh Board End: “We will make measureable progress moving our congregation from a multi-culturally aware congregation to anti-racist as defined by Julica Hermann de la Fuente, with specific attention to lifelong Learning, pastoral care, and theology.”*
- 2. We ask that you advertise that the future of East Shore depends on its authentic stance for justice and on its appeal to diverse members of the community. Clarity in these areas will enhance its vibrancy and position East Shore as a partner and haven in our diverse community, attracting those hungry for a congregation living these values.*
- 3. We suggest that you highlight the importance of spiritual growth in our congregation, encouraging the membership to do the deep work of self-recognition, building emotional resilience, practicing compassion for others, and committing to that which is higher and larger than ourselves. This growth can be accomplished with compassion and trust using Right Relations and Restorative Justice to lovingly acknowledge truth, embrace challenge, and address conflict, creating a vital unity that serves the real values of this church.*
- 4. We ask that you leverage our principles to support our commitment to address the original race-based sins of this nation. The future of our faith and our country depend on people like us having the courage to no longer live quietly complicit with systems of privilege and oppression that benefit white people at the expense of people of color, and to act to dismantle those systems.*

END OF MINUTES