

<b>Minutes, Leadership Reports</b>	<b>Com. + Board Liaison Reports</b>
November Board Agenda + Upcoming Events	Personnel Committee: Jerry Bushnell
Minutes of October 16 Board Meeting	Policy and Governance: Ann Fletcher
Board President's Report – Tom Doe	Nominating: Dennis Fleck
Finance – Treasurer's Report – Marcy Langrock	Right Relations: Mark Norelius
Dev. Minister's Report – Stephen Furrer	Auction Report: David Baumgart
Exec Dir, Finance & Operations – Jason Puracal Appendices A&B – Income Statement, BS FY17/18 Appendix C - Financial Analysis / Charts Appendix D – Minister's unbudgeted expenses	Holly House Dev. Task Force: David Baumgart
Lifelong Learning – Aisha Hauser	

## East Shore Unitarian Church

**Board of Trustees Meeting Agenda – November 20, 2018**

Host: Tom Doe, Timekeeper: and Process Checker: David

6:45 Social Gathering

7:00 - 7:05 (5 minutes) Opening Words, Chalice Lighting Tom

7:05 - 7:15 (10) Check in, Introductions All

7:15 - 7:30 (15) Approval of Consent Agenda All

7:30 – 7:50 (20) HH Dev Task Force David and Linda Freeburg

7:50 – 8:25 (35) Right Relations Steve

8:25 – 8:45 (20) Board Goals Tom

8:45 – 9:35 (50) Executive Session All

9:35 – 9:40 (5) Closing Tom

**Upcoming Events for Your Calendar**

- December Exec Council – Dec. 4
- December Board Packet items due Wed, Dec. 12 by end of day: email to Volunteer 1@esuc.org
- December Beacon Board Buzz due Wed, Dec. 19, email to Nicole Duff
- December Board Meeting Dec. 18<sup>th</sup>; the SLT are hosting.
- Sunday Svc Announcements: November 25<sup>th</sup>, Jerry 9 AM, Paul 11 AM, Dec. 2, 9 AM, David, 11 AM Sara. Dec. 9, 9 AM No one, 11 AM Marcy. Dec. 16<sup>th</sup>. 9 AM No one, 11 AM Jerry. Dec. 23, 9 AM, No one, 11 AM Sara
- Please sign up at <https://www.signupgenius.com/go/10c0d4ba4a72fa1f94-sunday>

Upcoming meeting with UUA representatives about our developmental ministry, Tom has been offered tentative dates of January 5<sup>th</sup> or 26<sup>th</sup>, or Feb 2<sup>nd</sup>, 2019

**Opening Words:** Tom: Observed the mission statement in a window of the 4<sup>th</sup> Unitarian church in New York (The Church of the Divine Paternity). He read the statement to us.

**Attendance**

**Present:** Tom Doe, President. Dennis Fleck, Vice president. Marcy Langrock, Treasurer. David Baumgart, Secretary. Paul Buehrens, Mark Norelius, Jerry Bushnell, members at large.

Rev Stephen Furrer – Dev Minister, Aisha Hauser – Dir LifeLong Learning, Jason Puracal – Executive Dir

**Absent:** Sara Brannman, Lee Dorigan

**Attending Electronically:** None

**Visitors:**

Sheridan Botts, New chair of Personnel Committee  
Linda Freeburg, Chair of Holly House Development Task Force  
Louise Wilkinson, Right Relations  
Mary Anderson, Right Relations  
Pam Orbach, Right Relations Consultant

**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) - Tom asked if anyone requested to move items from the Consent Agenda to the Discussion Agenda.

**November 2018 Consent Agenda Voting Items**

- Payout of Staff bonuses from FY 2017-18 from liability account.
- Approve Sheridan Botts as chair of the Personnel Committee
- Approve job description for Executive Director Position, attached
- Approval of Endowment Policy Subcommittee Charter, attached
- Approve minutes of October meeting, attached

**Items Removed from Consent Agenda:** None

**Discussion of Consent Agenda:**

Linda Freeburg asked if the Executive Director Job Description had been reviewed. Jerry replied that it had been reviewed in detail by the entire personnel committee, Reverend Furrer, and Jason. The description had been edited several times prior to submission for vote.

**Vote on Consent Agenda:**

Paul moved, Dennis seconded, the motion passed unanimously

**Discussion of Treasurer's report:**

Mark thanked Marcy for her personal answers to the questions that had been forwarded to the board from the right relations committee. He is thrilled with the response to Marcy's response to Pam's questions. Mark was happy to hear from a woman on the executive team. Mark points out that leadership by example from the board is very important for right relations.

Dave moved, Paul seconded, that we approve Marcy's comments in the treasurer's report relating to Pam Orbach's "Questions to the Board;" the motion passed unanimously.

**Discussion of DLL report:**

Tom – Noted that he has been contacted by the UUA about setting up dates for a restorative justice session with the UUA. Aisha had requested a restorative process from the UUA in Boston that would include the Pacific Western Regional Staff. The UUA Executive Vice President, Carey McDonald has hired the Rev. Paul Langston-Daly to facilitate this process with the members of the PWR who facilitated the consultation last year. Aisha noted that last year Elaine Peresluha (then interim minister) and Jack Slowriver (then board president) had sent a formal complaint to UUA about the handling of the Conflict Consultation Process done in early 2018 by the Reverends Christine Robinson and Jonipher Kwong. Aisha was not comfortable with having Christine Robinson coming back to Eastshore to do a consultation about our developmental ministry.

The cost of this restorative justice session will be covered by the UUA.

**7:30 – Holly House Development Task Force:**

Dave referred the board to his report in the board packet. There is much going on.

Linda:

1. A cloud on the title to the Holly House property was discovered with a potential broker who had done an initial title search. There is a document that in 1990, signed by Barb Johnson, board president, notarized by Bill Graves, to obliterate the lot lines separating the lot from the rest of the church. This was done to avoid \$100,000 in expenses related to drainage at that time. By adding the Holly House property to church property, we had enough land to avoid major expenses. To explore our options, Mark Norelius went to King County and found that the properties were still listed separately. The City of Bellevue also showed that the properties were still separate. Then he went to records department of the city of Bellevue, and found nothing on Holly House, but main church property had a number of documents. They found a record of the document listed above, and it has been ordered from archives. It turns out that the document was never recorded, so the property line is still legally intact. The title company wants a letter to record this, so they can remove the document from the title search. It is not clear if there will be any consequence to the rest of the campus.
2. The task force is checking references on brokers, some brokers have recommend doing a feasibility study about time to close, and other details of the sale. We are getting bids on a feasibility study. It will probably cost around \$1800 to \$2200.
3. We have to decide who has the authority to sign a listing agreement, consensus was that it should be Tom, as board president.
4. The task force recommends that the congregational meeting for a vote should be delayed until the 3<sup>rd</sup> or 4<sup>th</sup> Sunday in March 2019, instead of February. The board must announce a summons to a congregational meeting at least two weeks in advance, so this will be planned for our January 2018<sup>th</sup> meeting.
5. We had an affordable housing session here last night, which went well.
6. The task force is working on ways to help the congregation avoid a binary approach to the discussion and vote.
7. The task force is not sure if the board should review all the final bids and endorse one recommendation

**Discussion:**

Dennis, what if vote is very close? Is this like calling a minister? Should we require a super-majority? Steve, the minister vote is different, if there is a significant no vote, a minister would be starting with problems.

Jerry, if proposals all look good, we could easily have a close vote.

Marcy points out that the previous time, there was much divisiveness. Steve thinks that the task force had done all they can to make everyone feel heard. Marcy wonders if we are there. Linda thinks that there will be more than two choices. She requests that the board not look at this as a binary decision. Linda feels that the congregation is currently in a much better place. The task force will look at ways of conducting the vote.

Tom, prior to December meeting, we would like to see a time line. Linda says that we need to have property listed prior to a good timeline.

Tom thinks a pre-meeting to discuss issues prior to the congregational meeting will be a good idea.

Steve points out that we will need to have specific items to vote on the vote at the congregational meeting, this will not be a meeting for discussion of new or changed proposals.  
Steve, the task force wants to come to the board with a clear plan on how to set up and vote.

### **8:02 Board Goals (Ends) Discussion:**

Tom presented the current draft of our board goals for 2018/2019 for board discussion and vote.

### **2018-2019 Board Goals**

#### 1 Financial strategy

ESUC has a five-year financial strategy. This will be reviewed on an annual basis.

- By 12/2019 we will review the implementation of the endowment charter
- By 6/2019 we will have a congregational vote on disposition of the Holly House property
- By 6/2020 we will prepare the congregation for a vote on use of the proceeds of the Holly House disposition

#### 2 Developmental Ministry Goals

During the tenure of the Developmental Minister, we will:

- Inspire a healthier culture at East Shore
- Continue to implement policy-based governance
- Establish a leadership and volunteer development program
- Grow membership

#### 3. Beloved Community

We will nurture a sustainable Beloved Community by making measurable progress moving our congregation from multi-culturally aware to anti-racist with specific attention to lifelong learning, pastoral care, and theology.

#### 4. Strategic Campus Plan:

By the 2020 Congregational Meeting, we will have a Preliminary Master Campus Plan that leverages the value of our infrastructure resources for the purposes of:

- Becoming a hub of earth and social justice ministry teams and affiliated outside organizations
- Serving as an emergency preparedness and response center
- Reducing the environmental impact of our facilities and membership activities
- Measuring impact of our earth and social justice activism to ensure the resources of our community are being used most effectively.

Dave moved, Mark seconded that we accept this set of goals  
The motion passed unanimously

Our plan is to assign each goal to specific people on or before our next board meeting.

### **8:15: Executive session – Right Relations Proposal and Discussion**

Following the executive session, Mark Norelius made a motion: “The BOT will vote in December to decide whether or not to fund \$20000 to hire Pam Orbach, sponsored by Right Relations Committee for consulting from January 2019 to December 2019.” Tom pointed out that this can be put on the December agenda, and that does not require a vote, so no vote was taken.

**9:45: Meeting ended with a reading by Tom, and a prayer for moving forward by Steve**

Please consider these minutes as a first draft and let David Baumgart know of any additions or corrections. Our next Board Meeting is planned for Nov 20, 2018.

Respectfully submitted,

Jerry Bushnell, acting recording secretary (Thank you, Jerry!)

David Baumgart, Secretary, East Shore Board of Trustees Steve said a prayer for moving this forward.

**Appendix 1**

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

**Revised Consent Agenda:**

**From the Exec Director's report**

- Payout of Staff bonuses from FY 2017-18 from liability account.

**From the Personnel Committee Board Liaison Report**

- Approve Sheridan Botts as chair of the Personnel Committee

**Included in the Board Packet**

- Approve job description for Executive Director Position
- Approval of Endowment Policy Subcommittee Charter
- Approve minutes of October meeting

**END OF MINUTES**