

FUUCA Board of Trustees

Meeting date: **Tuesday, April 15, 2014** **Started: 6:30 PM** **Ended: 9:00 PM**

Location: First UU Church Austin

Purpose/Notes: Regular scheduled meeting

Chaired by: Michael Kersey

Minutes rec. by: Dwayne Windham

Attendance:

Present: Meg Barnhouse, Carol Drennan, Ann Edwards, John Franks, Carolyn Gremminger, Michael Kersey, Julie Paasche, Jerry Perkins, Ken Pflugger, Russell Smith, Steve Swinnea, Dwayne Windham

Regrets:

Absent:

Late:

Guests:

Sean Ramsey (present), Dorothy Roark (present), Marsha Sharp (present), Angela Smith (present), Glenn Williams (present)

Meeting Documents:

- CongregationalSurvey2012-1.pdf
- FUUCA Congregational Survey_2014_4-8-14.doc
- BOARD RESOLUTION for check signers and safety deposit box .doc
- DoFO report IV-14.doc
- Feb 2014 F Report Coversheet.doc
- FINAL February 2014 financial report.xls
- Jan 2014 F Report Coversheet.doc
- Jan 2014 financial report 21-III-14.xls
- Minutes_3-18-2014.pdf
- Executive Limitation 2 - B of T Compliance Audit Summary 4-8-14.docx
- Treatment of Staff Discussion Guide DRAFT 1-15-14.docx

Meeting Minutes:

1. Committee business

1.1. Chalice Lighting and Opening Words

Dwayne Windham

Status: Completed

1.2. Reading of Board Covenant

Ken Pflugger

With the Values, Mission and Ends of First UU Austin foremost in mind, we the leadership do covenant to:

Treat our time together as spiritual practice

Work collaboratively to clarify, assess and further our mission.

Respect our time together by being focused, prepared and timely.

Keep confidentiality when it is requested.

Listen actively, address concerns directly with each other in a timely manner, and encourage others to do the same.

Presume good faith in all our interactions.

Conduct ourselves openly, show compassion, respect boundaries, and enjoy each other's good humor in times of agreement and disagreement.

Publicly support one another's decisions and leadership by speaking with one voice at the end of our deliberations.

Agree to be called back into covenant.

[Revised: Jan 14, 2013]

Status: Completed

1.3. Confirm Timekeeper and Process Evaluator

Michael Kersey

Snacks: Carolyn

Readings: Dwayne

Time Keeper: Steve

Process Observer: Jerry

Future Focus Discussion Leader: Michael

Status: Completed

1.4. Approve Agenda and Consent Agenda

Michael Kersey

- January 2014 Finance Report
- January 2014 Finance Report Cover-sheet
- February 2014 Finance Report
- February 2014 Finance Report Cover-sheet
- Director of Finance and Operation April 2014 report
- Executive Report - Nourishing Souls & Transforming Lives
- Executive Limitations 2 - B of T Compliance Audit Summary 4-13-14
- Minutes Board of Trustees Meeting March 15, 2014
- Board Resolution for Check Signers and Safety Deposit Box

Minutes:

The Board of Trustees approved the items on the consent agenda as presented in the meeting packet.

Documents:

- DoFO report IV-14.doc
- Feb 2014 F Report Coversheet.doc
- FINAL February 2014 financial report.xls
- Jan 2014 F Report Coversheet.doc
- Jan 2014 financial report 21-III-14.xls

Status: Completed

1.5. Visitors Forum

Michael Kersey

Minutes:

Visitors were the upcoming board nominees. went around the room and got names and a one-sentence introduction.

Status: Completed

1.6. Recognition of Church Volunteers and Staff

Dwayne Windham

Status: Completed

1.7. Moment with Meg

Meg Barnhouse

Minutes:

- Five member team will be hosts of the focus group meetings in May.
- Wednesday (evening), Friday (evenings), and Sunday afternoons

- Steering Committee will vote to see if we feel ready to proceed with capital campaign.
- Interim executive director from Greenlight, goal and role discussion

Status: Completed

2. Old business

2.1. Report Facilities Research Group

Meg Barnhouse

Minutes:

Status: Completed

2.2. Update on board monitoring: Treatment of Staff

Julie Paasche

Minutes:

Status: Completed

2.3. Update Congregational Survey

Julie Paasche

Status: Completed

2.4. Waive competitive bid for external review

Michael Kersey

Resolution is to approve going forward with engaging Atchley and Associates to perform an external review of First UU Governance processes based on one bid. First UU Financial Procedures Manual states that all bids in excess of \$1,000 should have competitive bids unless waived by the Board.

The Atchley & Associates proposal estimated cost of work between \$4,725 and \$7,000 appears to be reasonable for the scope of proposed services.

Resolution #: Waive competitive bid for external process review

Status:

Carried

Vote:

Comment:

On Monday, May 19, 2014 6:49 PM Michael Kersey wrote:

The Board President tabled this proposal on the basis that the limit on competitive bids is based on an operational procedures limitation and because there is an option to tailor the agreed upon procedures into more discrete work activities that correspond with the board's monitoring calendar.

2.5. Preparation for Congregational Meeting (5-4-2014)

Michael Kersey

Status: Completed

3. New business

3.1. New board orientation

Carolyn Gremminger

Status: Completed

3.2. Board retreat (2014-2015)

Carolyn Gremminger

Status: Completed

3.3. Learning and Creating the Future

Michael Kersey

Status: Completed

3.4. DBLE

Carolyn Gremminger

Status: Completed

4. Committee business

4.1. Action Items

Dwayne Windham

Minutes:

Status: Completed

4.2. Process Evaluation

Jerry Perkins

Status: Completed

4.3. Extinguishing the Chalice and Closing Words

Dwayne Windham

Status: Completed

Total time scheduled: 147 min

Recording Secretary:

Chairperson:

Date:
