

## ASUC Board Minutes

12/12/18

**Present:** Pat Fisher, Diane Kennedy, Judy Lumbert, Betty Lynch, Mike Middleton, Babette Miller, Tom Mulcahy, Judy Murphy, Diane O'Brien, Peg Paulson, Tracy Shringarpure

**Guests:** Matt Miller, Petra Ritchie

### **Chalice Lighting and Reading (Peg)**

**Motion:** Betty made the motion that ASUC Board move to policy governance. Tracy seconded the motion. There was discussion about reasons for moving to policy governance. Nine voted "yes." There were two "no" votes. The motion passed.

### **Review Policy Manual (Matt Miller)**

Matt provided an overview of 3 aspects of policy governance: governance by partnership, by conversation, by policy.

He provided a written hierarchy of ASUC Governance Documents: Articles of Incorporation, Bylaws, Board Policies, Staff Policies/Procedures.

Matt reviewed with the Board the format for the draft of the policies. The Governance Committee began by dividing the policy into 4 sections and used material from other Board policy manuals as well as Hotchkiss model to create the draft. The Committee has reviewed and edited Section 1. Board Governance. The other 3 sections are in very rough draft and will be further reviewed and edited by the Committee, prior to Board review.

The next step will be review of the Section 1 portion by the Board. Betty advised members to review the section and be prepared to provide feedback at the January Board Meeting. Betty suggested that there may need to be some additional meetings specifically set for policy review.

### **Read Covenant and Discuss**

Betty asked the members to review the Board Covenant aloud. She asked that members send her their input, if there are suggestions for change.

### **Approval of November 2018 Board Minutes**

Diane Kennedy moved to approve and Diane O'Brien seconded. Minutes were approved.

### **Approval of November 2018 Treasurer's Report**

Per Mike, we're doing well on cash flow. We're close to where we should be and a little lower than expected on expenses.

Diane K. suggested that people who are tax planning might want to "bunch" their contributions up front this year.

Betty suggested that Diane K. email Anastassia with that idea. It could be useful to have an end of the year announcement in In the Know and from the pulpit (perhaps Diane K. or Mike) might offer a summary of tax advantages relative to charitable contributions. Diane K. said she is willing to do that.

Babette suggested that, in the coming year, there could be programming designed to provide some tax planning advice around charitable donations.

Tom moved to approve the report and Diane K. seconded. Motion passed.

### **Approval of Minister's Report**

Betty moved to approve Nancy Baney as the Financial Administrator and Judy M. seconded. The motion passed unanimously. The position will continue as part-time.

The issue of staff voting as congregants has been tabled to the next meeting.

Betty asked that Board members attend a training on Trans 101, presented by Rev. Kayla Parker. We will probably wait til spring for this, due to other priority tasks.

Betty asked that members save April 13 for JusticepalUUza.

The Complaint Policy (All Souls Feedback Loop), developed by AZ, will be tabled for discussion til another meeting. Betty asked that members review and come with ideas to the next meeting.

Peg moved to approve the Minister's Report and Tom seconded. Approved.

Betty will research the issue of voting as a staff member/congregant and come to the next meeting with more information.

### **Discuss Using Remainder of Reserve for Matching Grant to Promote Growth**

We have \$7000 left in the reserve. Betty asks that the Board approve it for the matching grant from the Center for Congregations. It will be used for hiring a PR firm, geared for growth. It was decided we will ask Rev. Anastassia to give the Board more information about this during the next meeting.

### **Tracking Grant Funds**

There was some discussion about the issue and, again, it was decided to continue this discussion during another Board Meeting.

**Next Meeting: Jan. 9, 2019**

**Reading next month...Tom**

Respectfully submitted,

Pat Fisher, Board Secretary