

**OUUC BOARD MEETING MINUTES** Thursday,  
September 12, 7 – 9:30 PM OUUC – Classroom 3

*We are a liberal religious community that opens minds, fills hearts, and transforms lives.*

**Board Officers Present:** Arnold “Fritz” Wrede, President; Christine Parke, Vice-President; John Tafejian, Treasurer; Barry Zickuhr, Secretary **Members at Large Present:** Rob Radford, Brian Coyne, Sarah St. Clair **Ex-officio Member:** The Rev. Mary Gear  
**Members absent:** Don Melnick, James Trujillo  
**Congregational members:** Sally Brennand, Jean Phillips

**Opening Words,** Chris

**Group read the Board Covenant**

**Welcome and Check-in**

Fritz distributed informational report about James Arnst’s Deep Listening project

Brian will not be at the next meeting

**Reviewed agenda**

**Consent agenda** – approved

**No congregational members present**

**Stewardship report** – Sally Brennand & Jean Phillips

The group has been meeting since June, and has a good plan. Jean is working on the pledge packet with letters, charts, etc. Logo: “Planting Seeds, Growing Love” (thanks to Martha). Pledge month October 6- November 7. Seven different gatherings are planned for congregants using signup genius.

Cindy Bowens will help with ice breaker activities. Reminded the Board to pledge prior to the end of September. Pledge packets will come out shortly. We can pledge online. Going to use Realm, and reporting will change slightly. Sewing ministry will make a quilt, everyone who pledges will get a raffle ticket. There are many OUUC bags left, so anyone who wants one can get one. There are several testimonial videos Riley has developed, and there will be live testimonials during service throughout the month. Rev. Mary was instrumental to help the committee get started. There will be a “high donor” event as well as the seven other events.

**Financial issues**

Moved to remove Carol McKinley and add Mary Gear to benevolent fund:

*As the new settled minister Reverend Mary Gear will have signature authority for the Keybank checking account ending in 2846, which is designated the Benevolent Fund. The interim minister, Carol McKinley, will be removed from the account. Treasurer, John Tafejian, will have signature authority*  
Unanimously approved.

**Ministerial Report**

Update on the camper – she is off the property. We rented a storage unit for her for 2 months. We moved things off the neighbors property, and we met our goal to remove things before RE started on Sunday.

Tiny Home will move to Westminster Presbyterian tomorrow.

Neighbors are interested in buying the .15 acre “island” parcel that is surrounded by their property. This is not connected to our property, we pay \$200/year taxes and it’s valued at \$15,000 by the county. The board will need to handle the potential disposal of the property. John will research and report in October.

The Tiny Homes issue has decreased in urgency, Carol McKinley and Faith in Action will be managing our Tiny Homes initiative.

Community Life position has had 3 of the 5 interviews. Cindy Bowen will be stepping in to help on Sunday in the interim.

Mary has had lots of requests for pastoral care.

Mary was at the city council meeting representing OUUC on Tuesday. She's also been attending other justice events in consultation with Carol McKinley.

### **Startup retreat**

November 15,16. This will be a Friday night invitational for the whole congregation, 7pm-9pm, then the morning 9-Noon for the board & transition team. Friday invitational will be dessert/savory potluck (?) clarify the role of the minister, role of the board, discussion about expectations and goals for the year

### **Policy Governance**

We're currently off our monitoring schedule. Fritz noted that this is understandable, and suggested that we spend the next 8-10 months looking at the executive limitation policies, and review the work Rev. Posa did. One thought is to stretch the monitoring schedule out over two years for some policies rather than every year. Some must be done annually (benefits, financial conditions, etc.). Chris will put together a matrix of policies, monitoring & results. She did a sample for Financial Planning & budgeting. Discussed how to approach the monitoring schedule with Mary as new minister, and without the congregational survey. Mary would like to change to more qualitative than quantitative data. Discussed the listening project, and how to identify the themes that can be used for qualitative representations.

Moved to postpone the Ends monitoring this year until the congregation revisits the ends in September 2020.

Unanimously approved

Fritz ordered the Dan Hotchkiss book for the board members. Proposed we read and review the book together. Discussed bringing Dan in for a retreat rather than Laura Park.

### **Board year planning**

Focus on streamlining and clarifying the monitoring process. The current annual agenda is basically the Monitoring schedule. This was interpreted as a board calendar for the year – meetings, retreats, etc., consolidated in one place.

It was suggested to use the monitoring schedule interpretations to review the attendant policies at those times.

Section 4.3, 2A – are there groups we want to meet with or coordinate with throughout the year?

There was an idea to change "Linkage" to "Board Listening Session". For October, "Who's in charge here anyway?", a chance to outline & discuss church governance structure.

Board calendar – we should resurrect the google calendar – Barry will look into this.

- 1) Set up board calendar
- 2) Use monitoring schedule
  - a. Review policy statements
  - b. Board must decide direct inspection pieces on the schedule
- 3) Need to decide on some of the Direct Inspection (DI) policy items on the monitoring schedule

**Closing**, Chris

***To Know As We Long to Be Known: Engaging Our Capacity for Deep Listening in Service of a Re-enlivened Covenant***

As a Unitarian Universalist Congregation we strive to ground our lives in a community, which we consciously form and re-form out of principled commitment to each other. The day-to-day challenges of such aspirational intent are formidable. As a UU Congregation, we have agreed to acknowledge the inherent worth and dignity of each individual as well as their free and responsible search for truth and meaning. How do we make real such a lofty ideal in our lived experience with each other?

The goal of this initiative is to re-invigorate our conscious commitment to each other. Through our collective activity we aim to bring our covenant more alive; to move beyond a document in a file which is recited every so often in a Sunday Service to a *lived reality*. In service of this goal we propose to work with focused attention on our relations with each other through a practice of more consciously *speaking and listening*. How we do this is based on several assumptions:

1. The relational impulse -- to know myself by knowing you -- is at the core of our universal humanity. When I am listening deeply to you, I fall asleep to myself and awaken to you; in this awakening I find my true self.
2. Out of listening beyond sympathy and antipathy we realize our essential common connection even with those whose truth greatly diverges from our own truth.
3. We all have the capacity to listen deeply. Creating a situation that calls for practice of deep listening, as well as an opportunity for reflection on the practice, will further the development of that capacity in our community, which will in turn enliven our covenant.
4. When one is presented with an open, thoughtfully formed quiet space of inquiry; when one meets another human being who is authentically interested in who you are, who truly wishes to know what you think and feel, who is truly attentive and present in their listening, one may have new thoughts, move beyond the habitual to a more honest and free expression of one's deeper self.

Here's the plan:

1. We form a team of 12-15 individuals who are invited to become the first round of interviewers in our *Re-Covenanting Inquiry* (RCI). The invitations are made on the basis of evidence of engagement/resonance with the intent and process of the initiative as well as with an eye toward forming a group that is representative of the diversity of the congregation.
2. The Inquiry Team meets for one three hour session:
  - a. Introductions.
  - b. Hear a brief overview of the RCI process and intent.
  - c. Through a mix of facilitated small group and larger group work, the team forms an interview protocol (a script of questions each will ask).
  - d. Briefly practice interviewing while attending to inner process.
  - e. Share/Listen to reflections on the practice.

***To Know As We Long to Be Known: Engaging Our Capacity for Deep Listening in Service of a Re-enlivened Covenant***

As a Unitarian Universalist Congregation we strive to ground our lives in a community, which we consciously form and re-form out of principled commitment to each other. The day-to-day challenges of such aspirational intent are formidable. As a UU Congregation, we have agreed to acknowledge the inherent worth and dignity of each individual as well as their free and responsible search for truth and meaning. How do we make real such a lofty ideal in our lived experience with each other?

The goal of this initiative is to re-invigorate our conscious commitment to each other. Through our collective activity we aim to bring our covenant more alive; to move beyond a document in a file which is recited every so often in a Sunday Service to a *lived reality*. In service of this goal we propose to work with focused attention on our relations with each other through a practice of more consciously *speaking and listening*. How we do this is based on several assumptions:

1. The relational impulse -- to know myself by knowing you -- is at the core of our universal humanity. When I am listening deeply to you, I fall asleep to myself and awaken to you; in this awakening I find my true self.
2. Out of listening beyond sympathy and antipathy we realize our essential common connection even with those whose truth greatly diverges from our own truth.
3. We all have the capacity to listen deeply. Creating a situation that calls for practice of deep listening, as well as an opportunity for reflection on the practice, will further the development of that capacity in our community, which will in turn enliven our covenant.
4. When one is presented with an open, thoughtfully formed quiet space of inquiry; when one meets another human being who is authentically interested in who you are, who truly wishes to know what you think and feel, who is truly attentive and present in their listening, one may have new thoughts, move beyond the habitual to a more honest and free expression of one's deeper self.

Here's the plan:

1. We form a team of 12-15 individuals who are invited to become the first round of interviewers in our *Re-Covenanting Inquiry* (RCI). The invitations are made on the basis of evidence of engagement/resonance with the intent and process of the initiative as well as with an eye toward forming a group that is representative of the diversity of the congregation.
2. The Inquiry Team meets for one three hour session:
  - a. Introductions.
  - b. Hear a brief overview of the RCI process and intent.
  - c. Through a mix of facilitated small group and larger group work, the team forms an interview protocol (a script of questions each will ask).
  - d. Briefly practice interviewing while attending to inner process.
  - e. Share/Listen to reflections on the practice.

Financial Planning & Budgeting

Policy	Interpretation	Monitoring Result	Timeline
<b>II.2.3 Financial Planning &amp; Budgeting</b>			
<p><i>The Minister shall not cause or allow financial planning for any fiscal year or the remaining part of any fiscal year to <u>deviate materially from the board's Ends priorities, risk financial jeopardy, or fail to be derived from a multiyear plan.</u></i></p> <p><i>Further, without limiting the scope of the foregoing by this enumeration, the Minister will shall not allow budgeting to:</i></p> <p><b>2.3.1. Risk incurring those situations or conditions described as unacceptable in the board policy "Financial Condition and Activities."</b></p> <p><b>2.3.2. Omit credible projection of revenues and expenses, separation of capital and operational items, cash flow, and disclosure of planning assumptions.</b></p>	<p><b><u>Deviate Materially from Ends</u></b>                      Financial planning shall not "deviate materially from board's Ends priorities" when progress towards achieving all Ends Policies can be shown, per the most recent Ends monitoring report.</p> <p><b><u>Risk Financial Jeopardy</u></b>                      Financial Planning shall not "risk financial jeopardy" when the budget:</p> <p>(A) Budgeted income and budgeted expenses are equal, AND</p> <p>(B) Total annual budgeted income draws down Total balance of Principal for all Current Assets by no more than 5%</p>	<p><b><u>Deviate Materially from Ends -- Data and Compliance</u></b></p> <p><i>Data TBD – pending monitoring report on Ends Policies (scheduled April 2019)</i></p> <p><b>Compliance cannot yet be determined</b> in the absence of Ends Monitoring Report.</p> <p><b><u>Risk Financial Jeopardy – Data</u></b></p> <p>(A) <i>OUUC 2018 Budgeted Income = \$478,331.00</i>  <i>OUUC 2018 Budgeted Expenses = \$478,331.00</i>  <i>Income = Expenses</i></p> <p>(B) <i>OUUC 2018 Budgeted Income from Current Assets (Principal) = \$0.00</i>  <i>OUUC Current Assets Principal (per Feb. 2018 Balance Sheet) = \$315,630.26</i></p>	<p><b>November</b></p>

<p><b>2.3.3. Provide less for board prerogatives during the year than is set forth in the Cost of Governance Policy.</b></p> <p><i>The Minister shall not produce a final budget too late for Board consideration and presentation to the Congregation for its approval: under current bylaws this translates to no later than November 30.</i></p>	<p><b><u>Un-derived from a Multiyear Plan</u></b></p> <p>Financial planning shall not “fail to be derived from a multiyear plan” when:</p> <p>(A) A multiyear plan for OUUC finances is shared with the Board, AND</p> <p>(B) The current year budget shall be shown to be in congruence with this multiyear plan.</p> <p><b><u>Sub-Policies 2.3.1-3</u></b></p> <p>Annual compliance with this set of sub-policies shall be determined by Direct Inspection by this Board each November (or early December), as it reviews the annual budget for the upcoming year. Adoption of said budget shall be interpreted as Compliance.</p>	<p><math>\\$0 + \\$315,630.26 = 0.00\%</math>  <math>0.00\% &lt; 5\%</math></p> <p><b><u>Un-derived from a Multiyear Plan – Data and Compliance</u></b></p> <p>(C) <i>This Minister is unaware of any current multiyear financial plan for OUUC, and thus unable to share one with this board.</i></p> <p>(D) NOT APPLICABLE</p> <p>(C) <b>OUT OF COMPLIANCE</b> -- and we will remain out of compliance, until such a multiyear plan is complete. My plan is to discuss this issue with our Board Treasurer, and report back to this board in April 2018 with a recommendation for how to move forward.</p> <p><b><u>Sub-Policies 2.3.1-3 – Data and Compliance</u></b></p> <p><i>From the OUUC Board Minutes for Nov. 28, 2017, page 1: “Motion made and approved accepting a balanced budget of \$478,331.”</i>          In compliance.</p>	
<p>11.2.4 Financial Conditions &amp; Activities</p>			