

Unitarian Universalist Church of Arlington

Board of Trustees Meeting Minutes

April 16, 2019

Attendees

Board of Trustees: Al Himes – Chair, Linda Battaglini, Emily Goodin, Janice Morris, Hieu Nguyen, Chad Ohlandt, Andrea Ryon, Art Stevens, Warren Wright

Officers: Peter Vitaliano – Treasurer

Guests: Rev. Dr. Terasa Cooley, Walter Clark - Ministerial Assistant

Open, Call to Order, Chalice Lighting, and Check-in

The Board Chair called the meeting to order at 7:30pm. Rev. Terasa offered an opening reading.

Consent Agenda (ATTACHMENTS)

Rev. Terasa signed her contract for another year.

Chad made a motion to add a sentence: The Bylaws require a ‘review or audit’ every two years (add after sentence in April 2019 audit document: Although the policy does not require an audit every other year, it does require the budget be in place to pay for these services).

Chad moved to approve this revision; Andrea seconded; the Board passed by voice vote.

Chad made a motion to pull the audit cycle off of the consent agenda. Hieu made a motion to approve the rest of the consent agenda. Art seconded. Consent agenda passed by voice vote.

Minutes of March 19, 2019 meeting

Treasurer’s Report

Approval to Revise Financial Audit Cycle

Approval to Extend Interim Senior Minister Contract through July 31, 2020

Approval to set Annual Meeting Date as Sunday, June 2, 2019, 11:30 a.m.

Authorization for Absentee Balloting for June 2, 2019 Congregational Meeting

Executive/Senior Minister Update

Rev. Terasa praised the work of the Governance Task Force and praised Bruce Reider for his work in organizing the Spring Fling.

Executive Expense Account Policy Update

Andrea gave an update on her, Linda, and Janice’s work. A document will come out ahead of the May Board meeting. It will be a general expense account policy for the church. One piece is an overall

reimbursement policy for staff, and a second piece is for other individuals – senior minister or others – who have professional expenses in their contract. The approval process was also discussed: Staff expenses will be approved by the Chief Administrative Officer, the Chief Administrative Officer will be approved by the Senior Minister, and the Senior Minister will be approved by Board Chair.

Incorporating 8th Principle into Board Policy

Chad provided an update, including a handout with a history of the end statements at UUCA. He proposed adding a sub end to the current end. The current end: The Church is a force for service, social justice, and environmental justice. The proposed add is "UUCA works towards living the 8th principle within our community."

Art made a motion to approve Andrea's proposal of elevating the 8th principle to the end itself: The Church is a force for service, social justice, anti-racism, and environmental justice. Linda seconded. The Board passed by voice vote.

Board Chair Processes and Policies and Selection of 2019-20 Board Chair

Andrea provided an update to her, Warren and Art's work.

The final sentence was amended to this: The Vice-Chair can be changed during the year (*e.g.*, if the chair wants a former chair to fill the role for a transition period) by the Chair appointing a new Vice-Chair as approved by the Board.

Art moved to approve the board chair/vice chair process as amended. Janice seconded. The Board approved by voice vote.

The Board then moved on to the process of voting for the next board chair. The nominees are Linda Battaglini and Hieu Nguyen.

Linda addressed the Board about her nomination. Hieu also addressed the Board.

Linda was elected the next chair of the Board.

Formation of Additional Task Groups (Chair)

Al asked for volunteers to serve on some committees for upcoming board events.

Annual meeting: Hieu, Al and Amy if she accepts. Al will send out a doodle poll about the June board meeting. It is currently scheduled during GA and he would like the ministers to help celebrate the outgoing Board members.

New board member training/onboarding: Janice, Warren

Long-range financial planning task force: Terasa will work with Al and Linda on a formal charge for the group. Hieu, Peter and Andrea also volunteered to work on this.

Communications Schedule

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Emily gave the update: Al will write an update for Connections on Rev. Terasa signing a second year on her contract. Chad is writing the next board update for Soul Matters reflections. The annual meeting task force will work on communications surrounding that meeting.

Adjourn Regular Meeting – 9:08 pm.