



**Foothills Board of Trustees Meeting  
Monthly Meeting Minutes**

**APPROVED AMENDED MINUTES**

**Thursday, July 12, 2018**

**Attendees:** Cheryl Hazlitt, Sara Steen, Sue Sullivan, Ed Beers, Brendon Mahoney, April Undy, Erin Hottenstein, Gretchen Haley

**Via phone call:** Glenn Pearson

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|--|-----------------|
| 1) Executive Session   | All             |
| 2) Convene Meeting and Chalice Lighting  | Ed and Gretchen |
| 3) Committee on Ministry Request   | Sue             |
| 4) Executive Session   | All             |
| 5) Consent Agenda  |                 |
| - Approve 6/10/18 Minutes  |                 |
| - Approve addition of Brian Woodruff and Lyndy Latta to Governance Committee.  |                 |
| - Diane Knight to facilitate parts of Board Retreat on August 3 and 4  |                 |
| - Board Draft Minutes - Thursday, July 12 July Minister Report   |                 |
| 6) Conference Call with Laura Park of Unity regarding the on the Appreciative Inquiry Process and Determining our values as a church community | All             |

Introductions and overview of her process , see the attached consulting proposal.

Why do this at this point?

- We currently don't have "values", we have thematic statements based on processes and historic documents.
- The outcomes from this activity can be used as part of search committee process.

- What would we consider a critical number, reasonable participation to consider it a representative sample: 20 - 25% participate in this process. Think about how to advertise and engage groups that don't usually engage in this process.
- Determine and share with congregants that hearing their stories and why it's important to us as a board.
- Offer dinner, snacks, childcare, find ways to ask how to get people to engage.
- Make our pitch requires working hard. Think about demographics, how to track it, demographic questions to identify who we are hearing from.
- Plan for a 2 ½ hour workshop for a total of around 150 participants.
- Do preview and sign up at BuckHorn!
- Registration: Ask for registration, but OK to show up.

Mission: During retreat, take a look at themes and consider if we have anything we want to change based upon appreciative inquiry that requires a tweak in our mission.

Ends: This process is meant to be action oriented and within a measured timeframe. It uses a process to organize, solicit and analyze data in a methodical process. It addresses how the congregation make a difference collectively and individually. We will use the data to form values articulation and ends articulation. This is different from a vision of ministry in that it is less about dealing with organizational changes, but more about how will we make these organizational changes and the impact they will make in our lives.

This will assist us in order to implement a program and assess its value of impact for people.

Read article, The Art of the Powerful Question!

Stories of congregation at its best:

- As you think about the future of our congregation, what 3 wishes would you want to make true for our congregation. Focus on strengths, and identify gaps that we can resolve together.
- 12 wishes from each group.
- Create a magazine cover ten years in the future that addresses these wishes as your future church.
- We will just listen, take notes, travel from group to group.

- Do data analysis on themes, then roll up into ends.

Schedule for 18 sessions, train 15 - 18 facilitators

- Need social hall for Sept 29th. Data analysis workshop in November 16/17, Friday nite - Sat.
- Need to recruit facilitators: 15 - 20, use brief job description, subcommittee to work on. (Sara, Sue, Cheryl)

Board retreat: needs an hour in morning, hour in evening.

- Develop workshop listening materials - coordinate with communications person.
- Facilitator boxes with supplies to be prepped ahead of time.
- Start ~ Oct 6th, run them for 2 - 3 weeks. Data on flip charts, how to gather data into central location; (Google doc); decide who will do data entry.
- Laura coach us on how to manage data for easier digestion. 3 values words from each BOT and 3 values witnessed in sharing.
- Need to think about other voices beyond our congregants and in relationship with our wider community should be considered.
- How to do monitoring effectively? Can we do this as part of our August retreat?

**Board is in agreement to proceed with this.**

7) Board of Ministry desire to create a task force to assess the congregations desire to call Sean as a minister. Sara motioned to create task force.

- We need to have multiple conversations in terms of defining the positions and calling based upon his own ministry, collegial, partnership in a covenantal relationship with Gretchen. (term is not that important at this time).
- Task force appointed by board; the process will involve the task force having conversations and education sessions with congregants; what it means to have 2 called ministers. Select a date to respond back to board by Sept 30th.
- Have ceremony at some point, but not a major timeline issue.
- April seconded. Sara adds that 4- 5 members with board liaison member for the TF. Motion passed unanimously. **No parliamentary requirement to approve TF members.**
- This should be a removed decision from Gretchen; it needs to be direct call from congregation, but not Gretchen. Sue Sullivan was nominated and accepted to be Board liaison.

8) Board moved and approved the consent agenda. (see attached files) Sara motioned, April seconded.

9) Brief review of call with Laura All

10) Review Charge to Restoring Wholeness, can we simplify charge? All  
Postpone and review, read and comment over Slack.

11) Decisions on VP, Secretary, and Treasurer All

- Sara - VP
- Sue - Secretary
- Brendan - Treasurer
- Ed - President

12) Discuss changing meeting times to third Thursday each month and starting at 6:00PM.  
Need to determine if keep at 3rd Thrus or 3rd Tues. All

13) Gretchen shared information about staff changes, resignations and new hires.

14) Executive session:

Meeting adjourned At 9:41

Calendar Items: Board retreat - Aug 3/4th, check emails for details

Next meeting: Thursday, August 16, 6PM

Appreciative inquiry session: Sept 29th (time?)

**Snack assignments:**

July - Cheryl & Sara

August - Sara and Glenn

September - Glenn & Sue

October - Sue & Brendon

November - Brendon & Cheryl

December - Cheryl & Sara

January - Sara & Glenn

Februrary - Glenn & Sue

March - Sue & Brendon

April - Brendon & Cheryl

May - Cheryl & Sara

June - Sara & Glenn

July - Glenn & Sue

August - Fruitcart upset

Digitat version of [Consent agenda](#)

[https://foothillsunitarianbot.slack.com/files/U25FFUZEK/FBPF9KXTN/revised\\_trustees\\_meeting\\_agenda\\_for\\_july\\_12\\_2018\\_.pdf](https://foothillsunitarianbot.slack.com/files/U25FFUZEK/FBPF9KXTN/revised_trustees_meeting_agenda_for_july_12_2018_.pdf)