



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

September 6, 2018

Board Members in Attendance: Ed Beers, Sara Steen Sullivan, Cheryl Hazlitt (via Zoom call), April Undy (via Zoom call), Brendan Mahoney (via Zoom call for partial meeting), and Glenn Pearson.

Staff: Rev. Gretchen Haley

Guests: Karen Johnese, representing the Space Team

Item 1: Call to order at 6:15 pm. Chalice lighting.

Item 2: Space Team Presentation on recommended choice of architect and selection process, by Karen, Sara and Glenn.

A motion was made to delegate the power to negotiate and sign a contract with Ewers Architecture of Golden, CO, to Rev. Gretchen Haley. **April motioned, Brendan seconded, motion passed** (Brendan leaves the Zoom call at 8:15.)

Item 3: A review of the proposed timeline of congregational meetings and conversations this fall, with an update that the process of Assessing Readiness to Call Sean as associate minister will be postponed until November, due to an exceptionally busy church calendar in the next two months.

Item 4: Budgetary update.

Gretchen outlined the anticipated initial outlays for the building expansion project. While exact numbers are not known yet, the schematic design phase could cost \$75,000 (due in late April 2019) and the initial capital campaign consultant fees could cost \$15,000 (due before the end of 2018). Options for raising these funds were discussed, including utilizing this year's Endowment fund grant of \$15,600 (Sara Steen will make the request of the Endowment committee) and making some direct requests of specific donors within the congregation.

Former interim administrator Patrick Murphy's recommendation -- that the church should have in place a \$75,000 line of credit, to help manage the cash flow fluctuations in the church year and to take advantage of growth opportunities -- was also discussed.

Item 5: Proposed bylaw change.

As we consider the possibility of calling Sean to associate ministry, the lack of clarity in the bylaws surrounding inside candidates for associate minister positions became apparent again (as it did in Gretchen's associate ministry call.)

Under Article IX, Section 3, Item #1: Methods of Selecting Ministers, a motion was proposed to add the following clarifying text:

After "1. Search Committee. In the event of a vacancy in the Senior Minister or an Associate Minister position, a Congregational meeting shall be called to elect a seven-person Search Committee and establish a search budget." **Sara Steen motioned** to add the text "A search committee is not required when an Assistant Minister currently employed by Foothills is considered for calling as Associate Minister." **Cheryl Hazlitt seconded. Motion was approved.**

Item 6: Elder Group Consultation

Gretchen noted that we have not achieved closure on the ministerial misconduct disclosures of Marc Salkin, but that it is probably time to meet again with key members of the congregation to see how they are feeling about the disclosures and what additional information and collective discussion may be needed. A meeting in the first week of October was proposed, with as many board members attending as can.

Sara offered an overview of the Restorative Justice process that allows victim, perpetrator, and the community to come together to resolve the damage done by violations of trust and abuses of power, and the board discussed the possibility of whether that model can be utilized without the participation of the "victims" or even of "the perpetrator" to help the community heal.

Item 7: Ed requested that all board committees and task forces report monthly in the Slack channel for Monthly Board Meetings, updating their activities (or lack thereof) so that Ed can incorporate them into the consent agenda prior to each month's regular board meeting.

Item 8: Sara reported that she and Cheryl are migrating Board of Trustee Google documents into a Google Team Drive to improve board communication, and that a technology training session is being planned, where all board members will be asked to bring their phones and laptops so that everyone can get trained in Slack, Google Docs and Google Team Drive and have their devices appropriately logged in to each platform. Sean and Gretchen will lead this training at the start of the regular board meeting at 6 pm on Sept. 20th.

Item 9: Gretchen assigned board homework to consider the messages we received about conflict and conflict management in our families of origin and to find ourselves in the intercultural conflict style model. Meeting adjourned at 9:05 pm.

Minutes submitted by Sue Sullivan