



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

September 20, 2018

Board Members in Attendance: Ed Beers, Sue Sullivan, Cheryl Hazlitt, April Undy, and Brendon Mahoney. **Other Guests:** Rev. Gretchen Haley, Rev. Sean Neil-Barron, and Scott Denning.

Meeting opens at 6:12 pm with a technical training session for board members on what communication tools should be used for what types of communication:

- Slack (and not email) for all non-confidential board conversations
- Google Team Drive for all board document storage, sharing, and management
- A new searchable digital archive at www.Foothills.Guide for storing and finding all necessary public documents (minutes, official communications, board policies, bylaws, etc.)

Currently under development is a new communications portal that will replace direct requests to the new communications staffer Anna Broskie, when asking for publicity materials and help. This digital portal will be the single point of contact we use when asking for communicator articles, blog posts, event publicity, etc.

theboard@foothillsuu.org is meant to be an email address for the congregation to use to reach all of us. The Board President should be the person to respond to these emails as they come in.

Training suspended at 7:12 and will finish at a special meeting on the evening of Thursday, Oct. 4.

7:26 pm Sean leaves and Scott Denning makes a Wake Now Our Vision presentation encouraging the board to participate in legacy giving to the church while matching funding is still available through the WNOV grant program. He identified easy ways to designate Foothills UU as a beneficiary of your IRA, 401K, or life insurance policy.

at 8 p.m. the meeting is called into official session with Gretchen Haley lighting the chalice.

1) Consent Agenda

- a) Approve 8/16/18 Minutes
- b) Approve 9/6/18 Minutes
- c) Approve Governance Report

- d) Approve Personnel Report
- e) Approve Monitoring Task Force Report
- f) Approve Visioning Sub Group Report
- g) Approve Online Behavior Policy
- h) Nominating and Finance Committee Reports
- i) Minister Report

April Undy requests removal of the behavior policy change for discussion.

Cheryl Hazlitt motions to approve the Consent Agenda, minus the behavior policy change. **April Undy seconds. Motion passes.**

Cheryl motions to approve the following sentence in bold at the end of the existing board policy 3.3.2 (Right Relations):

The well-being, strength, and reputation of the Church depends on a sense of fellowship among the members, guests, and staff, which thrives in an atmosphere of trust, respect, and cooperation. The Senior Minister will ensure that the Church's Covenant of Right Relations is observed in any policies or procedures developed by the staff of the Church. **This Covenant is intended as a model for interactions that take place both in person and online.**

Brendan seconds. Motion passes.

2) Gretchen presents an update on Foothills Financial Position in 2018 and beyond, identifying a \$26,000 shortfall in pledges this church year and a lack of systems in place to encourage non-pledge giving (due to primarily to the on-going lack of a strong church administrator.) She also reminded the board of the approximately \$100,000 that needs to be raised for the launch of the building expansion and remodel (architect fees and capital campaign consulting fees.) She encouraged the board to consider its role in communicating these needs to the congregation and helping to get people to church every week, which is a key predictor of contributions.

3) Preparations for the congregational meeting on Sept. 30 were reviewed, with Sue agreeing to ask Joan Woodbury to write a blog post explaining why we need the bylaws change regarding inside candidates for associate minister positions, and Brendan agreeing to write a post explaining the need for Foothills to have a line of credit to managing fluctuations in giving and expenses month to month.

4) Ed suggested that board members go to lunch with church staff in the near future to get to know all the new staff members and he offered to coordinate scheduling.

Meeting ended at 9:15 p.m.