



**Foothills Board of Trustees Meeting
Approved Monthly Meeting Minutes
6pm, March 25, 2020**

Board Members in Attendance: Sara Steen, Sue Sullivan, Brendan Mahoney, Glenn Pearson, Cheryl Hazlitt, Joan Woodbury, Debbie Gentry, Senior Minister, Gretchen Haley (ex-officio member) and Associate Minister, Sean Neil-Barron (ex-officio member).

On-line meeting convened at 6:00pm via Zoom with a virtual chalice lighting and check-in.

Consent Agenda:

Rev. Gretchen requested the Endowment Task Force report be pulled from the Consent Agenda. **Cheryl moved to approve the remaining consent agenda consisting of the Finance, Nominating, Personnel and Governance Committee reports, the Senior Minister Evaluation Task Force report, the April 20, 2020 Board Meeting minutes and the April 5, 2020 special Board Meeting minutes. Motion Passed.**

Sara noted the Endowment Task Force members voted 3 to 5 to pause work and reconvene in one month. Rev. Gretchen expressed concern that in the event of an emergency in which the funds needed to be accessed, there was not a clear policy in place on how the money would be accessed. Sue stated she would get in touch with the members in a week reminding them that in the event of an emergency, the Board needed to be clear how the money would be accessed.

Action Items

Senior Minister Report:

Rev. Gretchen reported in the light of the Pandemic, things were shifting regularly which was an opportunity to live more fully into our mission to be the church of “courageous love”. She noted many infrastructures were being put into place including the website’s home page connecting people to the various on-line options along with a team of people who had been formed to remove any barriers to on-line services. New ways to measure data were being explored and that all decisions on how to move forward, including the model to shelter-in-place, were being made with guidance from the UUA, Governor Polis, the CDC and Larimer County. She noted the congregation was being made aware that the church may be closed for in-person services for several months with Rev. Sean adding that other businesses might open before the church opens. Rev. Gretchen noted Rev. Sean had been doing much of the on-line restructuring,

Christopher was recording a number of songs and Eleanor was doing a great deal of work to keep families connected and children supported.

Rev. Gretchen reported the recently formed Community Circles consisted of 20 to 25 households per circle with different age groups being in each circle. She said the goal of each circle was to make sure each household had what they needed. Rev. Sean added that circle leaders had been identified and ministers would be overseeing these leaders and equipping them with the tools they needed to be lay ministers during this time.

As far as social justice ministries, Gretchen reported the food bank had moved to all drive-thru operations with more than 100 families served and more growth expected. She also mentioned Family Housing Network was using a portion of the church for their staff and families to stay in during the duration of the church being closed.

Rev. Gretchen reported that financially, we are generally on track and have actually raised a sizable Discretionary Fund with the goal of helping people in distress. Also provided an update on staffing needs including an update on Rev. Kristen. **Sue made the motion to accept the Senior Ministers Report. Motion passed.**

Minister's Housing Allowance Request:

Sara reviewed both Rev. Gretchen and Rev. Sean's request for their respective housing allowances. **Joan moved to approve the minister's housing allowance request. Motion passed.**

Discussion Items

Review Building Plan

After much discussion, it was agreed that Sara would write a letter to the congregation that the Board had decided to pause the building plan as well as the "Bridging the Gap" phase for the time being and that plans to move forward would be brought to the congregation at the May 31, 2020 Annual Meeting. It was also decided that Rev. Gretchen and Sara would talk to the Building Expansion team explaining the decision to pause and that Rev. Gretchen would contact our architect to discuss providing him with a possible down payment on the project as an act of good faith.

Care for Paid Staff

Sara mentioned her desire for all of the staff including the ministers to be well cared for and asked for specific ways the Board could provide support. Rev. Gretchen noted that the ministers were supporting the staff in ways that were helpful to them. Both Rev. Gretchen and Rev. Sean expressed their feelings that the way to help them was for the Board to clearly define how they wanted Foothills to respond during this time and then to communicate their decisions to the ministers.

Each person verbalized their thoughts and feelings about the meeting and the meeting adjourned at 9:00pm

Minutes written and presented by
Debbie Gentry
Board Secretary