



**Foothills Board of Trustees Meeting  
Approved Monthly Meeting Minutes  
6pm April 16, 2020**

**Minutes approved on 5/21/2020**

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

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

**Consent Agenda**

Brendan requested the Finance Committee Report be discussed next month after he had an opportunity to gather more information from Rev. Gretchen and the finance committee. Sue requested the Nominating Committee Report be pulled from the Consent Agenda. **Brendan moved to approve the remaining Consent Agenda consisting of the Personnel and Governance Committee Reports, the Senior Minister Evaluation Task Force report, the March 25, 2020 Board Meeting minutes and the April 5, 2020 Special Board Meeting minutes. Motion Approved**

**Items for Review**

**Minister's Report**

Rev. Gretchen reviewed the Foothills "town hall" meeting held on April 10, 2020 which outlined Foothills' response to the pandemic. Four strategies were identified and presented to the attendees with the ultimate goal of sharing these strategies with the entire congregation:

1. Worship Where You Are
2. Circles for Connection, Resourcing and Growing
3. Resourcing our Community Partners
4. Foothills for the Long Haul

Rev. Gretchen provided information on the current community circles including the longer term vision of restructuring these circles to become "mini-churches". Additional information included:

- providing Foothills a way to further branch out into our own community and also into

- the communities of Windsor, Wellington and Tinmath;
- serving as a way to give ministry a clearer sense of which circle members are in need of support from either circle Parish Visitors or ministers;
- providing people in the larger community a way to join a circle in order to build relationships and to be able to connect to a spiritual resource.

Rev. Gretchen also reported these circles are being considered as a model that could be used by community organizers across the state.

Rev. Gretchen reported good news financially for the month of March and finances look to be on track in April.

Rev. Gretchen presented information happening with the emergency immigration fund, through the Interfaith Sanctuary and Accompaniment Coalition (ISAAC), that Foothills manages. Vanessa Way will be employed to set up a Quick Books account for this fund as activity has been very strong and it is imperative that Foothills have formal systems to manage and distribute these funds.

Rev. Gretchen noted she had received very positive feedback about the decision to slow down the work being done on the new building plans and had provided the architect with funds to keep him engaged during this time.

She also requested Policy 3.4.14, auditing the climate justice ministry, be postponed until next year.

Rev. Gretchen discussed the board requirement to annually monitor how the ministry is doing moving forward the Vision. Because this has never been done before, suggestions on how to gather information from the congregation and community partners were discussed. Sara offered to type up and organize the discussion notes and then submit a proposal on Basecamp. Sara reiterated this might include specific requests for more data from Rev. Gretchen. **The board received the Minister's Report.**

## **Discussion Items**

### **Item 1: Board Transition**

Cheryl began this discussion by updating the board on the Nominating Committee. She reported that to her knowledge, to date no slate of recommendations had been received by the Committee. It was agreed that Cheryl would talk with Jenn Powell about the slate of recommendations. It was also agreed that the Nominating Committee would reach out to the three potential board members within the next few days to find out their willingness to serve and their general sense of timing using the following conversational frame:

*“The board has been having some conversations around transitioning new board members this year in light of the current situation. Tell us, what is your current thinking about serving on the Board. Are you still willing to serve? Could you think about coming onto the board on July 1<sup>st</sup> and if you had a few more months, would that be better for you?”*

It was suggested that this would give the board the information needed to reach an agreement about when the new board members would be added and also, when they would be elected.

Sara mentioned her concern of having new board members coming on when they would be faced with making some major decisions about the building project and the board’s role in reopening the building. She expressed concern that this was too much to ask a board “with half of its members being new” to make. Gretchen cautioned that although this was an extraordinary time, boards often had to make decisions during extraordinary times and that transitions in leadership was a core part of our governance.

## **Item 2: Preparation for Annual Meeting, May 31, 2020**

Since the annual meeting was scheduled for May 31, 2020, and our next board meeting was scheduled for May 21, 2020, it was decided that the information gleaned from talking with the new board members would be posted on Basecamp and using this information, the board could then make a decision about holding an annual meeting to vote in new members sometime between June and August. Rev. Gretchen reaffirmed that Governor Polis had been clear that Foothills, as a faith community, would not be authorized to gather with more than 50 people unless there was a vaccine or cure for Covid19. Consequently, she felt certain that no annual meeting would be held in person this year.

Rev. Gretchen indicated her desire to help the congregation tolerate the uncertainty of when we would be meeting in person as a congregation and if the board had a role in the decision to reopen. Sara said she would create a post on Basecamp that pointed the board toward those policies that might address this question, along with a couple of guiding questions, and ask each member to review so that we could discuss at next month’s board meeting.

The discussion of our next steps in the building plan included a reminder that the board decided in March to slow down the process through the end of May and decisions would need to be made at our May board meeting about what to recommend to the congregation. Rev. Gretchen mentioned that we were still in compliance with the congregational vote to slow down and, therefore, no other vote was needed. Sara added that she would be willing to do an analysis of the capital campaign donations received if that would be helpful in discerning when and who to talk to about their donations.

**Meeting was adjourned at 9:00 pm.**

Minutes written and presented by  
Debbie Gentry  
Board Secretary