



**Foothills Board of Trustees
Approved Regular Meeting Minutes
March 25, 2021**

Approved 4-15-2021

Board Members Present: Sue Sullivan, Sara Steen, Brendan Mahoney, Glenn Pearson, Andrea Delorey, Debbie Gentry, Rev. Gretchen Haley (ex-officio member)

Guest: Katie Watkins, Director of Finance and Operations

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

Consent Agenda

Glenn moved to approve the Consent Agenda consisting of the February 18, 2021, regular board meeting minutes and the February 21, 2021 Special Congregational Meeting. Motion passed.

Regular Agenda

General Board Work

Item 1 - Items pulled from the Consent Agenda

The Consent Agenda was approved without revision.

Item 2 - Proclamation honoring Eleanor VanDeusen

The board approved the proclamation honoring Eleanor VanDeusen's 22 years of service to this congregation and affirmed the granting to her of three months of paid sabbatical leave.

Monitoring

Item 1 - March Ministry Report including year-end financials

The Building Expansion Team (BET) asked the board if the Charge to the Ministry regarding the building expansion project needed to be amended or rewritten to specifically prioritize becoming a “resilience center” for the larger community, as advocated by a congregant.

After doing some preliminary research on the topic, the board realized that the scope of such work is unknown and would carry an unknown price tag as well. The board affirmed that making our resources available to the larger community and maximizing sustainability remains integral to our collective values and vision and that to reprioritize the scope of the project at this stage would not be in the congregation’s best interest. The board declined to make changes to the Charge to the Ministry teams.

Rev. Gretchen reported that approximately 40 people had attended the question and answer sessions that were held by the Building Expansion Team (BET) and the architect, Peter Ewers, had sent responses to these questions. Rev. Gretchen suggested additional questions be sent to either her or Katie.

Katie Watkins presented the 2020 year-end financial report. Rev. Gretchen said she would be working with Katie on a report of the year-end financials that would be sent out shortly to the congregation. She mentioned that early indicators for the 1st quarter 2021 budget would be presented at the May board meeting.

The board accepted the ministry report

Annual Board Goal Oriented Work

Item 1 - Policy book Section 3 revisions continued

The board continued its discussion of changes and proposed updates to Section 3 of the policy book (Guidance and Limitations). Included in the discussion was Section 3.1, *Personnel Decisions*; Section 3.2, *Care for Paid Staff*; and Section 3.3, *Care for Members and Guests*. The changes to these policies further clarified the board’s intent to offer guidance based on our collective values while giving the senior minister appropriate flexibility to use her professional and ministerial judgement. Section 3.4, *Care of Material Resources*, will be finalized and voted upon at a future meeting.

Brendan moved to approve the changes to Sections 3.1 through 3.3 of the policy book. Motion passed.

Item 2 - Bylaws Revision: Article 3 and part of Article 5

The board discussed a variety of changes and proposed updates to the church bylaws, specifically Article 3, *Governance Policy*, and part of Article 5, *Officers and the Board of Trustees*. The changes, which are being collaboratively developed with the Governance Committee and will go before the entire congregation for a vote tentatively scheduled in

November, are intended to update our bylaws for the current size and governance structure of our congregation, and to ensure clear lines of authority and accountability between the board of trustees and the congregation.

Clarification of future board and congregational meetings

It was decided that the April board meeting would be April 15, 2021, the May board meeting would be May 13, 2021 and the Annual Congregational meeting would be May 23, 2021.

Communications and Check-out

It was decided that the congregation would be notified of the proclamation from the board honoring Eleanor VanDeusen's years of service and the 2020 year-end financials.

Everyone was invited to share what was on their hearts as the meeting ended.

The meeting was adjourned at 8:55PM

Minutes written and submitted by

Debbie Gentry, Board Secretary