



**Foothills Board of Trustees
Regular Meeting Minutes
Date 07-06-2023**

Board Members Present: Beth Adams, Sue Bloomfield, John Hill, Diana Hutchinson, Mary Klecan, Linda Kothera, Walter Nash

Absent: Gretchen Haley (ex-officio)

Others present: none

Consent Agenda: The June Board meeting minutes were approved without objection.

Regular Agenda

Board Discussion

- The Board was notified about a currently confidential situation and discussed appropriate ways to ensure the congregation has resources to get their questions answered should the need arise.
 - Link to a write up that has details on the church website:
<https://foothillsuu.org/wp-content/uploads/2022/06/Restoring-Wholeness-for-Newcomers.pdf>
 - Blog post giving more context
<https://foothillsuu.org/2021/03/letter-from-the-board-restoring-wholeness>
- Mary Klecan updated the Board on details of a series of events being planned to promote discussion between congregants and the Board, and provide a way for each to meet the other. “Beverages with the Board” was proposed as a possible name for the events, which are proposed to occur twice a quarter.
- John Hill provided an update on his work on the task force assigned to complete Gretchen’s Senior Minister review. A September 30th deadline for the report was established.
- The Board discussed possible Board goals for the 23-24 Board year. A final list will be compiled at the Board Retreat July 28-29.
 1. Continue to revise, format and organize documents related to the Board’s responsibilities as they pertain to Policy Based Governance.

2. Linkage. Continue partner meetings, start looking outside the immediate area of Fort Collins for opportunities, reestablish connections with CSU, work more with LGBTQ groups, have more effective community-building with young adults.
3. UUA. Foothills' involvement and awareness of efforts to update their governance documents, for example Article 2, and Eighth Principle work.

Annual Board Goal Oriented Work

Monitoring

The Board continued discussion of its self monitoring efforts, begun in the June BoT meeting. Since Gretchen was not in attendance the following items will be discussed further at another time.

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4.2.4	Internal Financial Review or External Financial Audit	Did we get and review an internal financial review or external audit per the policy? Did we get a report of internal review or external audit of HR policies, practices, and procedures?	Discuss at Board Retreat - need to ask GH
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4.3.2	Board and Senior Minister Partnership Evaluation	How are we working together between the board & SM?	Good. Board needs regular financial reports
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And the following item has not been completed, in particular tracking revisions in the policy book.

4.3.6	Policy and Bylaws Review Revision	Did we review our bylaws and board policies this year and identify if changes were needed? Have we done a major review at least once in the last 5 years? When was the last review of by-laws and policies? Do we have a place to keep notes on potential changes or updates needed? Did we publish the revised policies this year and replace all older versions? Did we notify stakeholders? Where are we tracking the revision history?	yes/yes/ Need a place to collect notes on policy book changes and additions / yes/ yes / Need clearer
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			revision tracking
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- Diana Hutchinson then led a brief discussion of the monitoring work to be completed in July and August. These items are appropriate for discussion at the upcoming Board retreat:

Board Retreat	July/Aug	1.2	Role of the Board	Are we doing the work required by our role? What are our priorities that would support this work?
		1.3	Board Covenant	Did we create a covenant for this years board? Did we update the handbook with the covenant?
		1.4	Board Officers	Did we select officers for this year? Are the new officers clear on their responsibility?
		1.5	Board Committees and Task Forces	Did we review and update committees? Did we identify any task forces needed for our priorities this year? Have we filled the committees or have a plan for filling them? See also 4.3.5
		1.6	Board of Trustees' Conflicts of interest	Did we verify any potential conflicts of interest that might influence board member decisions? Did we address any conflicts of interest that arose per our policy?
		2.1	Senior Minister as Spiritual Leader	Are we clear on the role of the Senior Minister as Spiritual Leader? Are we supporting our SM to do this function?
		2.2	Global Delegation to Senior Minister as Head of Staff	Are we clear on the role of the Senior Minister as Head of Staff? Are we supporting our SM to do this function?
		2.3	Board - Senior Minister Relationship	Do we need any updates to policies to support the current Mission, Values, and Vision? Did we review and approve the Vision Interpretation provided by the Senior Minister?
		1.1.4	Our Sources of Accountability and Authority	How are we linking to our sources of accountability & authority?

Building update No building update this month

Ministry Report

No report this month.

The meeting was adjourned at approximately 6:30 pm.

Minutes written and presented by Linda Kothera