

Meeting start: 7:00 p.m.

Attending: Roger Bailey, Carol-Lee Baker, Lee Cornell, Linda Gilbert, Fabiana Hayden, Rich Rayburn, Barbara Teskey, Liz Weaver, Rosemary Wood, Rev. Alison Eskildsen

I. Meeting responsibilities (5 min)

7:00-7:05 p.m.

	Opening Words	Timekeeper	Action Item Reviewer	Next Month's Tapestry (18th)
February	Barbara Teskey*	Liz Weaver	Carol-Lee Baker	Lee Cornell
March	Roger Bailey*	Carol-Lee Baker	Linda Gilbert	Rosemary Wood

\*See [Expanding Our Vision Here & Beyond 2016-17 Monthly Themes](#) for topic suggestions for opening words.

**Please note:** Please read all linked documents prior to the board meeting. They will not be discussed in detail unless questions exist. Links are included in the agenda for background and can be displayed on the monitor during the meeting for reference.

Resources: [UUFA Bylaws](#), [UUFA Policy & Procedure Manual](#), [Vision/Mission/Covenant](#)

II. Opening Words and One-word Check-In (5 min)

7:05-7:10 p.m.

III. Consent Agenda (5 min)

7:10-7:15 p.m.

A. Approval of 02.13.2017 agenda

B. Approval of [01.10.2017 minutes](#)

Approved by consent.

IV. Guest Comments (5 min)

7:15-7:20 p.m.

No guests were present at this meeting.

V. Big Picture Discussion (30 min)

7:20-7:50 p.m.

- Discuss open questions and annual goals as outlined in *Governance and Ministry*, Chapter 8

The Board posed questions for Congregational discussion to help guide our Fellowship into the future. Aspects of facility change, membership, community relations, mission and vision were considered. The discussion will continue at the annual Board and Ministry Council retreat scheduled prior to Rev. Alison's sabbatical.

VI. Unfinished Business (20 min)

7:50-8:10 p.m.

A. [Sabbatical planning](#) update, [Sabbatical brochure](#), [budget](#)

Rev. Alison

Rev. Alison shared her planning logistics, including a brochure for the Congregation which describes the sabbatical goals, our guest ministers, and plans in place for ongoing activities while she is away. Her sabbatical begins on March 1, and she will return to the pulpit on August 13. The Board considers the brochure a good model for future staff sabbaticals.

B. Religious educator hiring update

Rev. Alison

After many years of service to UUFA, our Director of Religious Exploration, Morgan Watson, will be leaving in May 2017 at the end of the current program year. A job description is posted on the UUFA website for an acting Coordinator of Religious Exploration (CRE), and the CRE Search Committee is reviewing applications. The Finance Committee is looking into funds for a two-week employment overlap with Morgan and the new coordinator to allow for training and a smooth transition.

C. Finance Committee replacement for John Bleyle

Lee

Motion: To appoint Royce Knight to the Finance Committee to replace John Bleyle whose term runs through fiscal year 2018/19.

(Roger/Linda)

Motion was approved.

VII. **New Business** (30 min)

**8:10-8:40 p.m.**

A. Appointment of Board President for fiscal year 2017/18

Lee

**Motion: To appoint Linda Gilbert to be Board President for fiscal year 2017/18.**

**(Carol-Lee/Rosemary)**

**Motion was approved.**

B. Expanding Our Vision (EOV) update including 1/31/2017 [notes](#) and [slides](#)

Carol-Lee

**To date, we have raised almost \$1.1 million toward the capital campaign. The EOV is scheduling Town Hall meetings to discuss project plans and funding options at the conclusion of the capital campaign. See important date, below.**

**Important Date for EOV Congregational Town Hall:**

**Sunday, March 26, 1:00-2:15 p.m., Sanctuary (meeting rescheduled from 3/19)**

C. Green Sanctuary announcement

Liz

**We received official accreditation as a UUA Green Sanctuary.**

VIII. **Reports** (15 min)

**8:40-8:55 p.m.**

A. Minister's Report

Rev. Alison

**Rev. Alison will continue her interfaith community work during her sabbatical. She will attend a panel at UGA next week.**

**In April, there will be a symposium at the Jewish Community Center (see the UUFA website for date and time).**

B. [Treasurer's Report](#)

Rich

C. [Policy & Procedure Manual](#) update (p. 20, Sec. 10.g Access to Fin. Records, adopted 1/10/2017)

Barbara

D. [Year-at-a-Glance](#)

Barbara

E. UUA [Annual Certification](#) including Fair Share (\$18,740) and [Congregational Activities List](#)

Barbara

F. UUFA [Ministry Team Organization Chart 1/25/2017](#)

IX. **Action Items Review** (5 mins)

8:55-9:00 p.m.

**Lee** will notify Royce and the Finance Committee of Royce's appointment.

**Lee** will organize a get-together of UUFA Presidents in July.

**Alison** will host an April interfaith symposium.

**Lee** and **Carol-Lee** will talk to the Finance Committee about the overall effect of lower offerings on our budget.

**Linda** will think about best options for an orientation date for the new Board.

**Barbara** will share a copy of discussion questions prior to the Ministry/Board Retreat.

**Board of Trustees Meeting, January 10, 2017**

**Finance Committee** will look into funds for two weeks' overlap training for a new religious educator.

**Board members** can provide suggestions for new Secretary to Lee for consideration by Nominating Committee.

**Board of Trustees Meeting September 13, 2016**

**Rich** will ask the **Finance Committee** to review the Endowment Brochure.

**Board of Trustees Meeting November 10, 2015**

**Rich** will ask Finance Committee to review Policy 13 on Childcare financial matters.

Meeting adjourned: 9:00 p.m.

## Dates

1. **Board Meetings: 2nd Tuesday of each month, 7:00-9:00 p.m.**
2. **Executive Committee Meetings: Wednesday before the 2nd Tuesday of each month, 4:00 p.m.**
3. [2016-17 Planning Calendar](#) of Board Items, [Calendar List as of 2/13/2017](#)

### Important Upcoming Dates:

Saturday, February 18 -- Reception for Rev. Dawn Cooley, 7:00 p.m., UUA Congregational Life Staff

Saturday, February 25 -- Board/Ministry Retreat, 12:00 noon - 3:00 p.m., UUFA Ocean Room

**Sunday, March 26, 1:00-2:15 p.m., EOV Congregational Town Hall, Sanctuary (meeting rescheduled from 3/19)**

Sunday, April 23 -- Budget Town Hall Meeting, 10:05-10:50, Sanctuary

Sunday, April 30 -- EOV Town Hall Meeting, 10:05-10:50, Sanctuary

Saturday, May 6 -- Leadership Council, a.m., Fellowship Hall

**Sunday, May 21 -- Annual Congregational Meeting**

## Future Agenda Items

1. Capital Campaign anxiety
2. Disruptive behavior
3. Review Bylaws on Committee on Shared Ministry to consider a minimum of one year's membership and draft clearer guidelines for service on this committee.
4. Review Bylaws on [Voting Members](#) to refine definition (discussed 5/3/2016 and tabled for further development by Karen Solheim and Lee Cornell).
5. Update [Assistant Treasurer job description](#) in P&P Manual (Finance Committee to propose draft).
6. The nature and scope of Bylaws versus P&P.
7. Strategic planning task force (after EOV goals clarify).
8. MARCH AGENDA -- EOV Town Hall discussion.
9. Consider future allocation of Board discretionary funds to purchase latest edition of Hotchkiss *Governance & Ministry* for each new Board member as part of their orientation.

**Next meeting: March 14, 2017, starting at 7:00 p.m.**

Respectfully submitted,

Barbara Teskey

Secretary, UUFA Board of Trustees

