

MINUTES
First Unitarian Society of Ithaca
Board of Trustees Meeting
June 18, 2019
Approved July 16, 2019

President Angela Zhang called the regular monthly meeting of the Board of Trustees to order at 6:03 pm on Tuesday June 18, 2019.

Trustees Present

Marie Benedetti, Matt Hare, Wendy Salomon, Jennifer Streid-Mullen (Treasurer), Andy Turner (Vice President), Whitney Wiggins (Acting Clerk), Angela Zhang (President)

A quorum was present (majority of the full 9 member Board).

Trustees Absent

Oliver Habicht (Clerk; retiring), Kim Wilkinson

Rev. Margaret Weis also absent—formally on summer leave

FUSIT Members & Guests

Elton Hall (Board Member-Elect), Beth Howard (Scribe)

Distributed Materials

Electronic:

Meeting Agenda

May Meeting Minutes (2019-05-14-BoT_Minutes)

Minister's Report

Chalice Lighting and Minutes Approval

Marie lit the chalice and Angela read a selection.

MOTION: Approve the Minutes of the Board Meeting of May 14, 2019, with one very minor change. **PASSED**

Upcoming Dates

Sat, August 10: Annual Summer Gathering at the Ellis Hollow Community Center (in conjunction with 'Mark Rides On' Team Practice)

Sat-Mon, August 17-19: Annual Recycle Sale

Fri-Sat, August 23-24: Staff and Board Retreat (The Board-only portion of the retreat, originally scheduled for Friday evening (8/23) may be rescheduled to accommodate members' needs.)

Unsung Heroes for the Month

The Board recognized for special appreciation:

Susanne Quagliata for her hard work and outstanding service as acting DRE, having stepped in on very short notice.

Walt Peck, Magdalen Lindeberg and the team that organized and assisted with Aileen Fitzke's ordination ceremony.

The Board also recognizes and thanks the entire staff for their work during the year.

Signatories to Babies First Account

MOTION: Effective immediately, the Board grants signature powers and debit card access to its Tompkins Trust Company Babies First account to Walt Peck and Sue Rakow, co-Chairs, and to Patricia Gaines. **PASSED**

Financial Report

Treasurer Jennifer Streid-Mullen reported no significant changes since last month's report.

Minister's Report

See written report

Rev. Margaret was not present at this meeting. (Formally on summer leave.)

Angela raised the subject of the Safety Team having gradually and somewhat unintentionally evolved from the Right Relations team, creating certain discrepancies in their respective charges, skills and knowledge needed, etc. The Board discussed how this might be resolved, but any formal decisions will await Rev. Margaret's input.

Approve Personnel Policy

Approval was further postponed at Rev. Margaret's request, as she is on leave.

Board Policy Book, and Storage of Documents

Whitney (acting clerk) explained that the Policy Book should be renewed and updated at the beginning of each Board year. This wasn't done this year due to factors beyond control. Whitney is working on it, in consultation with Oliver (retired Clerk). It's important that the new Clerk consults with Whitney (and with Oliver, if possible) about this and related challenges, including version control of various documents. The Society Administrator should also keep a file of the latest versions of all documents.

Board Vacancy

At the May Annual Meeting, only three candidates had been nominated (all elected) to fill four positions on the Board. There is currently one vacancy. The Bylaws provide that the Board appoint someone to fill the open slot.

MINUTES of the First Unitarian Society of Ithaca Board of Trustees Meeting, 6/18/2019

The Nominating Committee continues to seek candidates.

Update from Ad hoc Strategic Planning Committee

Matt provided an update on the selection of Committee members. Three have agreed to serve, and additional three have been contacted and are considering. (A total of six members are needed.)

Board - Staff Joint Retreat

The Board-only part of the retreat (currently scheduled for Fri, Aug 23) may need to be rescheduled. Angela will poll all concerned.

Andy, Wendy, Matt, and Angela will craft an agenda for the retreat.

Evaluations (Ministry, Minister, and Board)

According to our Bylaws, the Board is to evaluate the Society's total *Ministry* each year, and evaluate the *Minister* every three years, in theory by the end of June. The process and the form for evaluating the Ministry is under discussion/revision, and evaluation of the Minister has not yet happened for this year.

For this year, Andy will revise the form, Matt will review it, and Whitney will circulate it to all Board members as a Google Form. Wendy will create a calendar of steps to ensure that the task is completed on time in the future.

Meeting Adjourned at 7:47 pm

Minutes taken by Beth Howard, scribe

June 18, 2019