President Andy Turner called the regular monthly meeting of the Board of Trustees (BoT) to order at 6:34pm on Wednesday, February 10, 2021.

**Trustees Present:** Andy Turner (president), Matt Hare (vice president), Diana Nier (clerk), Therese O'Connor, Lyn Staack, Kim Wilkinson, Simon Catterall, Carsten Hess, Elton Hall, and Rev. Margaret Weis (ex officio). Jennifer Streid-Mullen (treasurer, ex officio) joined at 7:10pm.

**Trustees Absent:** none

**FUSIT Members & Guests:** Jessica English, Emily Richards, Camila Faraday

**Agenda Item # 1: Opening Reading and Consent Agenda Approval**

Rev. Margaret lit the chalice and Andy Turner read a selection.

**CONSENT AGENDA ITEMS:**

* Approve the minutes of the January 13, 2021 Board of Trustees meeting, shown in Google Docs folder as of the date and time of this meeting.

**MOTION**: Approve the Consent Agenda Items. Moved by Elton Hall, seconded by Lyn Staack. **PASSED.**

**Agenda Item # 2: Minister's Report and Upcoming Dates**

**Reverend Margaret updated the board on:**

* Progress on her revised sabbatical schedule proposal.
* The next Living the Pledge cohort starts in March and runs for 6 weeks of Saturday morning sessions. Send Rev. Margaret or Jessica an email to sign up. Anyone who expresses interest will go onto a perpetual list until there's an open cohort they can join.
* Healthy Congregation Team will have their first meeting on Tuesday, February 16.

**Agenda Item # 3: Policy Work Group**

* We need a clear set of documents to give to incoming Board members.
* Unclear whether various policies belong to Board, Ministry, staff, or some combination.
* Note: Staff reviewed policies in 2019 and agreed that all non-Board-policy-book items are staff policies. This is a reasonable starting assumption, but will be reviewed on a case-by-case basis.
* Suggestion to either create a governance committee of the Board, or leave policy creation to EXCO and then have the Board approve or revise any suggestions.
* Suggestion to rename Board policies as "governance policies"
* Would a governance committee be a standing committee or an ad hoc committee?
* Two points: divide policies into categories, and create a mechanism for regular review
* EXCO will set up a policy review meeting, the members of which will include EXCO, Rev. Margaret, Jessica English, and any other interested Board members and staff.

**Agenda Item # 4: Congregation-to-Board Communication Methods**

* Option 1) Create a Board communication email, with one person responsible for replying and bringing items to the Board
* Option 2) Have a standing agenda period in the monthly meeting for congregation members to come talk to the Board
* Choose one method or choose both? Having a targeted email address has worked very well for the Auction team. Having a public speaking period works well for the ICSD Board of Education
* Creating a separate email account could add more confusion; assigning a point person to respond to emails may work better.
* Suggestion to have a public comment period about 10 or 15 minutes into a Board meeting -- maybe after consent agenda and minister's report.

**MOTION**: Add a 10-minute congregational input section to the monthly Board meeting agenda, after the consent agenda and Minister's Report, until in-person meetings resume. Moved by Carsten Hess, seconded by Kim Wilkinson. **PASSED.**

**Agenda Item # 5: Treasurer Succession Update**

* Walt Peck has volunteered to be our next treasurer, with a soft start in March 2021.

**Agenda Item # 6: Financial Report**

* Pledges are at 93% of prior year. Plate is 68%, which is not a large dollar difference but indicative of challenges of online services, etc.
* Finances look good for this year, but next year is more uncertain.

**Agenda Item # 7: Board Roles**

* Suggested roles: EXCO (President, Vice President, Clerk), liaison to finance/endowment, liaison to stewardship, Board Communications, subcommittee work/ad hoc committee work
* Should we liaise with the Healthy Congregations Team?
* Concern with liaisons is to keep the Board separate from the Ministry; communication is good, but we don't want to disrupt partnership governance structure.
* Needs to be clear demarcation that the liaison is there to keep communication channels open, not to do end runs around the Ministry.

**MOTION**: Table the effort to assign Board roles in favor of creating a document that defines Board responsibilities more generally and give that document to the Nominating Committee. Moved by Therese O'Connor, seconded by Lyn Staack. **PASSED.**

* Diana will consolidate the thoughts on Board responsibilities.

**Agenda Item # 8: Board Leadership Transition**

* Andy and Matt's terms expire in June and they will not run again. This will create two Board vacancies as well as two EXCO vacancies.
* Nominating Committee is aware of this.

**Agenda Item # 9: Accountability to Summer Staff Crisis, Etc. / Reviewing Congregational Conflict / Followup from January 30th Retreat**

* Andy suggested the Board move into executive session on account of privacy concerns relating to former employees.
* Camila Faraday protested this proposal, on the grounds that the congregation has a right to know and that accountability requires being open.
* Carsten explained liability issues relating to personnel privacy and what the Board can legally reveal.
* In response to Camila Faraday's reiterated protest, the Board agreed to discuss what could be discussed without touching on details that affect the privacy of former employees, which meant forward-looking items rather than an analysis of the past summer. Three Agenda items were therefore combined into a single discussion.
* The Employee Handbook will be part of the policies we review with the help of a consultant to revise them to better serve racial justice. The Employee Handbook falls under the Ministry side of partnership governance.
* The Board Policy Book will also be part of this review.
* Rev. Margaret is working on creating a 1- or 2-day course on leadership training and congregational culture, to give FUSIT a common language for discussing leadership
* After the retreat with Rev. Sunshine Wolfe, the Board and some other congregation members are doing followup work and have created subcommittees to continue the process of anti-racism work. Rev. Sunshine is helping us find a consultant for our anti-racism policy review.
* Creating an anti-racist congregation is not a short and simple process, but something that will take years as we examine the culture and structure of FUSIT and work to build the congregation that, in accordance with our principles, we wish to become.

**Agenda Item # 10: Add Climate Change to VOM?**

* Therese will craft a response to this request and send it to EXCO for approval.

**Agenda Item # 11: Meeting/Action Summary for Communication**

* Diana will create an action summary and submit it to Jessica English.

**MOTION TO ADJOURN**. Moved by Therese O'Connor, seconded by Simon Catterall. **PASSED.**

**Meeting adjourned** at **8:05pm.**

Minutes taken by Diana Nier.