



Unitarian Universalist Church of Annapolis

Board of Trustees Meeting

Thursday, August 22, 2024

6:45pm – 9pm Library and Zoom

Zoom Link: Meeting ID: 922 5263 7488

Chalice Lighting/Check-in

- The meeting was called to order at 6:45 PM by Rev. John. The chalice was lit, and a brief check-in was conducted with all members present, either in person or via Zoom.

Review and Approve June Meeting Minutes

- The June meeting minutes were reviewed. There were discussions regarding the historical context of the Lawrence property and the importance of documenting this for new members.
- Nicole Bruno to add a note in the June minutes to include a comprehensive history of the Lawrence property for future reference.
- The minutes were approved with noted amendments.

Review and Affirm Covenant

- The Board reviewed the covenant drafted in the previous meeting. All members expressed agreement with the current draft.
- **Action Item:** Nicole Bruno to set up the document for electronic signatures and ensure all members sign the conflict of interest policy.

Governance

- Review Interpretation of the End Statements
 - Rev. John discussed the interpretation of the End Statements and the importance of defining love and the beloved community within the church's mission. The board discussed the content and framing, agreeing that this is a critical document that should be prominently shared with the congregation. The board will review it further and aim to approve it at the next meeting.
 - **Action Item:** Board members to review the interpretation document and provide comments before the next meeting.
 - Nicole expressed an interest in integrating more regional collaboration with other churches within one of the end statements.

Fiduciary

- Finance Officer's Report
 - **Finance Officer's Report:** Charlie Gross reported delays in closing the fiscal year's accounts due to system transitions. A detailed financial report is expected by September.
 - **Action Item:** The Finance Committee to present the finalized financial report in the next meeting.
 - John let the board know that they received three quotes for the roof repair with an estimate cost of \$110k, as well as the ongoing challenges around selling the Lawrence Avenue property. The board agreed to further discuss these facility and property matters at the next meeting when we have a clearer financial picture and an update from the capital campaign committee.
 - **Follow-up Question:** The Endowment Committee has been struggling to determine the best approach for allocating endowment funds to community organizations. The Board needs to decide whether to direct the Endowment Committee to identify potential grantees or continue with the current application-based process. Members agreed to discuss at the next committee meeting on what direction and support it needs.

Ministerial/Program Support

- Discuss any questions on Minister's Report requiring BOT attention – *Rev. John*
 - The Board to pick a date for a collective visit to the Lighthouse Shelter to provide meals. They are booked six months out, so we have the option of March, April, or May. Will decide by next meeting.
- No significant updates from the Board Committees.

Congregational Engagement – *FYI no action needed at this time*

- September 22nd - BBC/Widening the Circle middle hour. Ask board to attend if possible.
- Introduced the [Mosaic Fall Conference 2024](#): Fostering Belonging and Liberation to be held at Cedar Lane in October. Encouraged the board's attendance as well as offering opportunity for other members of the congregation to participate.
- December 8th - Congregational Meeting

Old Business

- Discuss Board Goals and Action Plan for 2024/2025 Church year
 - Board continues to finalize goals and assess if the goals are feasible within the church year. We have reframed the goals to fall into 'buckets' that are consistent with the Policy Governance model and can be continued with future boards. It was suggested to align the goals with the church's mission of fostering a community of communities and embracing a multicultural paradigm.
 - **Action Item:** Board to finalize the goals list and calendar for reviewing each End Statement by the next meeting.

New Business

- Consideration of whether the Right Relations Committee and Safer Congregations Committee should continue to report to the Board or fall under ministerial oversight. Will consider giving this question over to the governance committee once formed.
- Action Item: Create a Governance Committee by October to review and include clarification on the committee's structure as well as Policy Governance, policies, and by-laws.

Check-out/Closing/Extinguish Chalice

The meeting concluded with a brief check-out and the extinguishing of the chalice. The next Board of Trustees meeting is scheduled for September 26, 2024

Action Items Summary

1. Nicole Bruno to set up electronic signatures for the covenant and conflict of interest policy.
2. Board members to review and provide feedback on the End Statements document with comments in the margins.
3. Finance Committee to present the finalized financial report in the September meeting.
4. Endowment members will discuss the process for selecting grant recipients and let the board know if they need guidance or support.
5. Board members are to review and sign up for Mosaic Conference if they can attend.
6. Board to pick a date for visiting the Lighthouse Shelter.
7. Board to finalize goals and action plan for the 2024/2025 church year.

Next BOT meetings:

- September 26th
- October 24th
- November 21st
- December 8th – Congregational meeting only – no BOT meeting