



Board Members Present:

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| Arianna Lambie | President |
| Joan Pederson | President-Elect |
| Kris Barker | Secretary |
| Beverly Bennett | |
| Margot Horn | |
| Kent Richmond | |
| Jim Proctor | |

Others in Attendance

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| Rev. David Schwartz | Co-Minister |
| Rev. Teri Schwartz | Co-Minister |
| Joanne Michalski | Treasurer |

The meeting began at 7:09 pm with Chalice Lighting, opening words by Arianna, and check-in of the members of the Board of Trustees.

I. Financial Report and Auction Update

1. Joanne handed out auction donation ideas and asked each board member to come up with 5 auction items:
 - Joanne would like to donate 10% of the proceeds to an agreed charity related to children. She recommended we pick a charity soon, maybe by email.
 - We are not using the name "Talent Auction. It will be called Auction 2016.
 - Auction items are due by February 15.
2. A preliminary Budget will be ready in a few weeks. A few expenses will be increasing in the upcoming year, totaling approximately \$23,000.00. They are as follows:
 - Unemployment insurance
 - Health insurance and pension
 - Custodial expenses
 - Sabbatical reserve fund
3. Right now we have good cash flow due to end of the year pledge payments

II. Capital Campaign Discussion

1. Review of process: Why, What and How.
 - *Why* do we want to raise money? The *Why* Team will be headed by David, Teri, Grace, Arianna and Kris. They plan to start planning this month.
 - The *What* we will raise money for? Will be part of the architectural and engineering studies.
 - The *How* will be headed by a Capital Campaign Consultant.

2. Architectural and Engineering Study: Errol Kirsch and Elara Engineering have submitted their proposals for work on the building evaluation.
 - Joan moved that we accept the proposals from Errol Kirsch and Elara Engineers.
 - Kent seconded.
 - Discussion followed and it was determined that a couple of Board Members did not feel as though they have enough information to approve the proposals. Arianna suggested that those members and any others attend the Property Committee meeting on February 4 at 7 pm to ask questions and discuss with Errol Kirsch and Richard Pardo.
 - Beverly moved to table the motion.
 - Margot seconded.
 - Motion to table the motion carried.

III. Canvass Preparation

1. Teri and David discussed a different model for the canvass this year to take the burden off one person – usually the Chair of the Canvass Committee.
 - The canvass will be conducted in a series of one-hour 8-10 person circles throughout the month of March. Participants will attend one circle to hear from a Board member about where the church is today, from David or Teri about where we are going, and from a member of the canvass team about the financial realities of supporting that future and making the ask.
 - The Canvass Committee will need Board support. Details and schedules are forthcoming.

IV. Bylaws Committee Update

1. Review of Section 5- Officers of the Society
 - Discussion about whether to move the description of officers from the Bylaws to a church manual.
 - Kris moved to approve the text of the Bylaw amendment subject to the revisions.
 - Beverly seconded.
 - Motioned Carried.
2. Discussion about timing of Congregation vote on changes to the Bylaws. The vote needs to happen before the Nominating Committee prepares their slate for the 2016-2017 Church Year.
 - Kris moved that the Board call a special congregational meeting on February 21 for the purpose of approving the Bylaw amendments, providing that the Board approves final text shortly after January 27.
 - Kent seconded.
 - Motioned Carried.
3. Discussion about timing of the Annual Meeting
 - Joan moved that the Board establish May 22 as the date of the 2016 Annual Meeting of the Society.

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- Kent seconded.
 - Motion carried.
4. Discussion about Tess Grande missing three consecutive Board meetings and the requirement in the Bylaws for her to vacate the position.
- Motion to declare the seat vacated by Tess Grande and the vacancy be filled by Tess Grande
 - Kent second
 - Motion Carried.

V. Consent Agenda

1. Minutes from December
 - Joan moved that the minutes of the December Board meeting be approved as amended.
 - Beverly seconded the motion.
 - The motion carried.

2. Give away the Basket request from Social Justice Council
 - Kris moved that the International Children’s Media Center be approved as the recipient of the Give Away the Basket for the next quarter.
 - Beverly seconded.
 - Motioned carried.

The meeting adjourned at 9:41 pm with Closing Words from Arianna.