

**Unitarian Universalist Church at Washington Crossing
Board of Trustees**

268 Washington Crossing-Pennington Road
Titusville, NJ 08560



**Meeting Minutes
Wednesday, November 8, 2017**

Marianne Alt, president, called the Board of Trustees meeting to order at 7:00 pm. Also in attendance: Board members: Ed Dobrowolski, Nathalie Edmond, Sue Flynn, Patrick Kahney (Timekeeper), Pete Raffle (Process Observer), Lynne Quinto, Pam Shadzik, John Ueng-McHale, Colin Unsworth, Robin Pugh, DLRE and Rev. Kim Wildszewski.

Consent agenda

Minister's Report: Patrick asked about mental health counseling and support at UUCWC. Rev. Kim explained that the New Perspectives group is no longer meeting and that she refers those who seek help to professionals.

Administrator's Report: Rev. Kim and Robin explained the designations: Member, Friend, Participant and Attendee. Patrick will discuss Administrator's work load with the Personnel Committee. Colin will ask the Finance Committee to review [Procuring Services](#) Policy. It was approved on Sept. 13, 2010,

DLRE Report: Robin shared the lessons learned from the controversy at the LREDA Conference in Denver.

Intern Minister's Report: We discussed attendance at the Faith Forward Classes. Sue Flynn will deliver her first sermon at UUCWC on Sunday, November 12, 2017.

RJI Report: The Team plans to communicate the work being done by the PRAXIS group to the congregation. In addition, Nathalie explained that if actions discovered by the PRAXIS can be implemented immediately they are taken to the RJI team for review and implementation. We thanked Nathalie for the detailed report.

Executive Team Actions

Ed met with the Communications Committee to clarify the "Photography and Publicity Releases Policy". They will begin the process of obtaining releases from all congregants, beginning with speakers at the Congregational Meeting and then proceeding to church leadership. In the meantime, the policy will be considered in the implementation phase enabling posting of names as they had been in the past.

Pam moved to accept the Consent agenda. Nathalie Seconded. The motion passed unanimously.

Treasurers Report

The Board Discussed Leadership Leaves Program. The Finance and Personnel Committees will review our continued participation. Our positive financial health may enable us to self-fund staff leaves.

Capital Campaign

Marianne provided the report from the Capital Campaign Team. After a short discussion the Board approved two motions unanimously.

1. The Board charges the Co-chairs of the Capital Campaign to devise a committee structure and select leaders and members for them. A call for volunteers for the positions will be issued and input will be sought from a variety of sources. Ed made the motion and Pete seconded.
2. The Board approves the opening of a separate checking account for the Capital Campaign for which George Faulkner will serve as treasurer. Lynne Quinto and George Faulkner will be authorized signers of the account. Lynne made the motion and Pete seconded.

Board Goals

The Board reviewed the Goals and did some wordsmithing. Nathalie rewrote the Racial Justice section during the meeting. With this and the input from the discussion, Marianne will finalize the goals and send them to the Board for approval by email. She also agreed to write an article about the goals for the December issue of Crossings.

Executive Session

The Board Went into Executive Session at 8:40 PM.

Board Question Time

The Board will be available for questions during the Middle Hour on November 12. Marianne and Ed, Pete and Lynne plan to host. All Board Members are invited to attend.

Process Suggestion

Nathalie pointed out that our Agendas seem to underestimate the time that will be needed to cover the topics. Rev. Kim observed that we are taking more time than expected in the Consent Agenda portion of the meeting. She offered the following solution to try as a pilot:

- Staff Reports will be due one week prior to the Board Meeting and loaded onto Google Drive.
- Board Members will read the reports and insert questions.
 - The Secretary will provide instructions on how to enter questions and answers on the reports in Google Drive.
- Responses to the questions are due the Monday before the Board Meeting.
- Staff will answer the questions prior to the Board Meeting.

Adjournment and next meeting

The meeting adjourned at 9:04 PM. The next regularly scheduled meeting will be on December 13 at 7 PM. The Church Council meets on Wednesday, November 15 at 7:00 PM. All Board members are encouraged to attend.

Respectfully Submitted

Ed Dobrowolski

Secretary, Board of Trustees