

First Unitarian Church of St. Louis Policy Board Meeting
Minutes

Tuesday, August 13, 2019 6:30 PM –
Room C-1

Present: Andrea Berin, Sarah Francois, Lynn Hunt, Kim Mason, Joel Minor, Gene Rubin,
Karen Siegrist, Margaret Weck, Kathy Wilke & Stephen Wilke

Absent: Sue Ashwell, Pam Geppert, Charlie Kindleberger (ex
officio)

**Meeting called to order 6:40
p.m.**

1 Opening Words – No one remembered who was supposed to do this. In lieu of other
opening words, the Board Covenant was read while the chalice was lighted.

2. Chalice Lighting – Sarah
Francois

3. Reading of Board Covenant – Margaret Weck [Board Members who had not previously
signed the Covenant did do.]

4. Process Observer- Sarah Francois volunteered to be our process observer for
the evening.

5. Consent Agenda – reports and minutes accepted
unanimously.

Approval of Minutes (May, June and
July)

Report of the Minister, Kim Mason – submitted in
writing

Report of the Administration, Lynn Hunt – none submitted this
month

Report of the Board President, Sue Ashwell – submitted in
writing

Report of the Church Council Chair, Charlie Kindleberger – none submitted
this month

Report of the treasurer, Kathy Wilke – none submitted this

month

6. Introduction of Guests – no guests this month

7. Old Business

- **Update from subcommittee working on Disruptive Behavior Policy** (Joel Minor and Sarah Francois)

Sample models exist and we can pick and choose the elements that work best for us with respect to both definitions and the steps. The UUA has resources for how to do this and make it part of the covenant to support inclusion rather than for purposeful exclusion.

Advice requested: Who is to be in charge of the process when an infraction/incident occurs? How does this fit into the governance structure for implementation and accountability? If we don't have a conflict resolution body, how do we handle it? Who is the enforcer in the moment?

Some discussion of possible place in the governance structure for the oversight of this policy. Recognition that the current Safety Committee deals more with the physical safety of the facilities. There used to be a right-relations/conflict resolution/peace-keeping committee, but that is no longer functioning. In some models the behavior policy is a function of the Committee on Ministry.

Sub-committee is tasked with fleshing out a policy document for the Policy Board to consider at the Sept. Meeting. The congregation should be made aware that this discussion is happening at the Board. The Church Council will be consulted for best positioning of the responsibility for monitoring and enforcing the policy once it is approved.

- **Status of Partner Church request** is addressed in the President's report. Sue has a meeting with

Kimberly Perry, the chair of the Partner Church Committee, in the next week.

8. New Business

- **Changing the Day for Board Meetings** – Due to a scheduling conflict an alternate day for the Board

meeting needs to be found. The Executive Committee meetings have been moved to the first Wednesday of the Month. After some discussion of the pros and cons of alternate meeting days, it was determined that beginning in September 2019 the new regular meeting time for the policy Board will be the second Monday of each month.

- **Update of Publication** Guidelines – primary update was to remove the name of the previous office

administer. Unanimous decision to change the guidelines to refer to the title of “Office Administrator” rather than to the name of the person holding the position. Current Administrator to make edit and post current policy on the church webpage.

- **Clark Lecture Fund** – Outstanding questions are: Who is on the committee? How is it constituted and

What is it for? Request is (or will be) on the Council agenda for Aug. Reminder that all of the committees within the umbrella of endowed funds are restricted to taking up to a maximum of % 5 of the rolling 13 quarter ave. Although it occurred last year, the Board cannot override spending more than 5% without a congregational vote. If nationally prominent speakers are more expensive than the fund can afford we may need to look into a reserve fund (that will allow carry-over across fiscal years) and using local resources to find speakers.

- **Leadership Summit on August 25th** – Getting ready for our church year. Primary agenda items will

be articulating our overall goals for the year, reviewing our governance structure, and communications.

- **“Start-up” meeting with consultant from UUA. Nov. 2nd** - Dori Davenport-Thexton is the consultant

we will be working with. Focus is on intentional start to the new relationship between a new minister and congregation – sharing expectations of who is responsible for what, what lines of communication need to be established/maintained, and establishing the covenant between the board and the minister. There is an expectation of a summary report from Ms. Davenport-Thexton. As this meeting is a Saturday, some negotiation of space with CRC may need to occur. [Ed. Note – later confirmed that we will have Hope Chapel for the entire day.]

9. Other Business

Banners? To what committee is the banner-hanging coordinator supposed to report? Arts & esthetics? Sat. before homecoming?

Landscaping Why do we have so many flower gardens? Have we set too ambitious of a landscaping plan for ourselves?

Sue Fazio has stepped down from the membership committee and chair of the cluster.

The nominations committee will be tasked with finding both a membership services cluster chair AND a separate chair of the membership committee. One task that would be interesting to

resume is the generation of new member profiles. Someone from membership as well as a greeter in the foyer before Sunday services helps get visitors connected to temporary name tags and the newcomers book.

10. Check-in with Process Observer, and any other meeting feedback. The Board did pretty well at abiding by our covenant. No notes.

**11. Meeting Adjourned 8:10
p.m.**

**Next Meeting of the Policy Board will be Mon. Sept. 9 at
6:30 p.m.**