**The First Unitarian Church of St. Louis**

5007 Waterman Blvd., St. Louis, Missouri

Monthly Meeting of the Board of Trustees

October 10, 2017

*Present: Kathy Wire, Larry Dusenbery, Gary James, Tony Fathman, Kathy Wilke, Carolyn Toft,*

*Lynn Hunt, Joan Kindleberger, Margaret Weck (Transition Team), Ronan Wallace, Erin Milligan*

**6:30** Call to Order/Certification of Quorum: President

* Ingathering: Minister
* *Gary discussed the discontinuation of the monthly newsletter, some members will continue getting a mailing if they don’t have access to a computer/ email.*
* *Gary discussed revising the church Facebook website, Larry volunteered to go through the page with updates.*
* *Gary discussed the pledging process regarding RE families, Lynn doesn’t know whether info is current as the classification of friends v. members may be incorrect.*
* *Gary discussed our “large instrument collection” in Hope Chapel, Carolyn and Tony indicated that they would determine what to do with unwanted instruments.*
* Agenda Review & Update: President****
* *Kathy Wire confirmed that David Whiteman resigned as Board Vice President.*
* *Kathy discussed two openings on the Board, and indicated that Joan and Carole had worked to fill the VP spot,*
* Appointment of a Process Observer/Participant
* Recognition of Any Guests –
* *Margaret Weck appeared with an update from the Transition Team, Kathy Wire encouraged members of the Policy Board to attend meetings of the Transition Team *
* Consent Agenda
  + Review and approval of **minutes from last meeting**
    - *Minutes approved.*
  + Acceptance of reports from Officers and Program Council Chair
  + Acceptance of reports from Administrator and Religious Educator

* + - ****
  + Acceptance of report from Minister

**7:00**

* Action Items Before the Board: President
  + Filling Board vacancies: Present and vote on slate from Nominating Committee/Joan Kindleberger
    - *Joan nominated Larry to be Policy Board Vice President, seconded, approved.*
    - *A motion was made for Karen Siegrist and Andrea Berin to fill PB openings, seconded, approved.*
  + **Determine minimum member contribution per bylaws – Larry D**
  + ****
  + *Kathy Wire is interested in cleaning up the membership list, membership will require a contribution of record (the minimum to be set by the Board)*
  + *Larry referenced the Membership Certification Proposal (see PDF directly above)*
  + *Suggested that those that only give to the designated collection should not be deemed to have made a contribution to the church*
  + *Suggestion was made to remove “associate membership” as an option*
  + *Larry estimated that 15-20 people could be removed from the rolls*
  + *Discussion about why those who attend stopped pledging or aren’t pledging*
  + *Discussion of those who attended no longer paying, but many have moved*
  + **Determine search committee selection process – Kathy W with suggestions from Lisa Presley**
* Discussion items before the Board: President
  + **Council fundraisers (outline from Carole W)**

* + ****
  + Financial statements and Canvass – ongoing
    - *Kathy Wilke reported that our budget is where we thought it was, but that a bank error resulted in a $6,000 surplus.*
* New Business
* Ongoing Business Items
  + Board oversight process – Integrate David’s strategy thoughts with retreat discussion
  + Status of Personnel Committee – Kathy Wire
  + Report on Office Improvement Project - Kathy Wilke et al.
  + 
  + *Kathy Wilke discussed Jim Wire’s report*, *Jim suggests buying a new server, Lori Calcaterra has offered her help in straightening out our financial statements*
  + *Kathy Wire related that Steve Smidowicz indicated that we don’t have to make big decisions just yet*
  + *Jim is working with Yvette to fix some items and clarify and recommends standardizing processes*
  + Report from Nominating/Leadership Development Committee – Carole W and Joan K
  + 
  + *Joan wants to develop a process for building leadership, plans to get names and follow up with phone calls, the leadership program has yet to be determined*
  + *Gary suggested putting the program together first with the idea to engage those who want to get involved, Gary suggests offering something to incentivize*
  + *Joan passed out mission statements from other churches, see below*
  + *Joan suggested that leadership development could also be used to support the Transition Team*
    - **
* Board Process: President

Review decisions made. Decide who needs to be informed directly of the decisions and what items need to be reported to the congregation.

* *Kathy Wire indicated that Carole will be working on the church calendar, with David*
* *David is going to continue to work with the Personnel Committee (Betsy Grimm-Howell, Jama Dodson, Gary James)*
* *Follow Up from Retreat*
  + *Kathy asked that we read David’s notes and suggestions from the retreat*
* *The Search Committee will desire 6-7 people, Kathy suggests following the Mid-American guidelines for selecting a search committee*, *discussion about continuing old methods and using new methods (perhaps doing some work online), Gary suggested a fireside chat on the topic, suggestion that the search committee be discussed in e-news, pulpit announcements, fireside chats, goal is to have a committee by early January for a settled minister in January of 2019, selection process will be electronic.*
* *Gary indicated that the office staff will be selecting and focusing on three goals for improvement.*
* Process Observer Comments:

8:00 Closing Words

Adjournment

Schedule of reports:

* Office process improvement team: Monthly
* Personnel Committee: Quarterly
* Nominating and Leadership: October then monthly
* Communication: Quarterly (September)