



**Unitarian Church of Baton Rouge  
Board of Trustees Meeting  
Draft Minutes of October 16, 2018**

**I. Opening (6:30)**

- Chalice lighting and Opening Words — The Great Covenant
- Check- in (what is on your mind? What do you need to release to be present?)
- Goals for meeting: Interim Minister/ Selection Process
- No new members

**II. Presidents Opening (6:40): Overview of Action Items**

**III. Minister Opening (6:50):**

- “Be thankful when things are going well, and be thankful for each other when they aren’t.”
- Steve announced that Heath will be staying on until June

**IV. Welcome New Members (7:00): None this month.**

**V. Consent Agenda (7:00)**

- Minutes of last meeting
  - Major Topics of Discussion: 2019 Budget
- MTL Report:
  - Board action needed on bank resolution
  - Membership: 479 adult members; 390 active members
  - Stewardship drive report
  - Nathan’s proposed November newsletter column
  - Sanctuary Improvements status report
- Committee Reports
  - Finance Committee:
    - Meeting August 15, 2018; Discussion on bank reconciliation and bookkeeper.
    - Meeting September 19, 2018: discussed 2019 Budget; continued discussion on reconciliation; update on bookkeeper status.
  - Special Funds: Meeting October 2, 2018 – No report available
  - Personnel :
    - Meeting September 26, 2018 – Committee role, Interim Minister, executive director position.
    - Meeting October 10, 2018 - Interim Ministry Letter of Agreement
  - Governance Committee Report: Meeting 9/27/18 — Tabled discussion of Brian McDaniel’s issues pending further action by Governance
  - Interim Task Force - 10/16/18: Report on timeline, interview process, board approval, and Congregational packet

*Five minutes for clarification*

**Board Action:**

**Motion to Adopt Consent Agenda** (except for items removed): Holley moved and Myrtle seconded; the motion passed unanimously.

**Motion to Authorize signers for Business First Bank Account:** Mija moved and Donna seconded that Diana Dorroh, Neal Stoltzfus, and Nancy Turkmen be designated signers on UCBR Business account #13094501.

VI. **Discussion Agenda** (7:10)

- **Open Question** : What is the board's role during minister transition?
- Interim Minister
  - Brainstorm: What MTL duties does the board want to retain? Discussion of hiring/firing staff delegated to IM with board consultation. (7:15)
  - Discussion: Interim Minister Search update (7:30)
  - Discussion: Interim Minister Letter of Agreement(7:40)
  - Need for 11/2/18 Board Meeting to approve the decision.
- Minister Emeritus Task Force (7:50)
  - Background
  - Task force members and role
  - **Motion: Donna moved that we Establish a Task Force to research and make recommendations on Minister Emeritus determination; Mija seconded. Motion passed unanimously.**
  - **Motion: Myrtle moved and Holley seconded that we Call a special Congregational Meeting at a date to be determined by Ministry Team Leader and board President, upon recommendation by the Minister Emeritus Task Force. The motion passed unanimously.**
- Break (8:00)
- Search committee selection process (8:10)
  - Discussion/Update
  - What does a transparent process look like?
  - Nominating Committee meeting Oct 27<sup>th</sup>, Nov. 10<sup>th</sup>
  - Town-hall Nov. 18th

VII. **Business Items** (8:40)

- Items moved from consent agenda
- Leave Well Committee Update
- Family Ministry Update
- Calendar
  - Interim Hiring Process: (11/2 special meeting)
  - Town Hall Meeting (November 18th)
  - Congregational Special Meeting Minister Emeritus (December)
  - Dedication of Sanctuary (December 9th)
  - Farewell Ceremony (January 6<sup>th</sup>)
  - Congregational Meeting – January 27 to approve budget
  - Townhall Meeting - March
  - Congregational Meeting – April
  - Board Retreat - May

**VIII. Closing** (9:00)

- Calendar
  - Upcoming dates to remember:
    - Next Board meeting: 3<sup>rd</sup> Tuesday – November 20<sup>th</sup>
    - Special Meeting — November 2nd at 5:00 p.m.

**Board Huddle** (9:05)

