



FIRST UU OF SAN ANTONIO

Board of Trustees Meeting of the First Unitarian Universalist Church of San Antonio May 13, 2021

6:00 PM Start

Gathering, establish quorum (15 Minutes): Present Dorothy Wallace, Heather Hedquist, Terry Palin, Tess Bobo-Fry, Troy Peters, Oscar Solis, Rev. Mark Skrabacz. Absent: Donna, Gail

- Call to Order (Chair)
- Opening Words/Chalice Lighting - Rev. Mark
- Reading Covenant/Ends
- Process Observer - **Troy**
- Welcome and Check-in
- Finalize Agenda

Consent Agenda Approval (5 minutes) *Any objections to the items on the Consent Agenda?* (Chair)
(Simple questions, clarifications, or short amounts of dialogue)

- Previous Board Minutes – Troy
- **Minister's Report – Rev Mark next week**
- **President's Report – Dorothy next week**
- **Vice-President's Report - Gale next week**
- **Treasurer's Report (Budget)t - Donna next week**
- **Church Staff Meeting/Coordinating Team Notes – Rev Mark next week**

Pending any objection, the Consent Agenda is approved (Chair)

New Agenda Items (Please have appropriate initial motions prepared for voting)

- Website Design Update (5 minutes) – Terry
 - Met this week
 - Working on first third of revising the website
 - Goal is to finish end of Q3
 - New logo created by Amanda White
- Buildings and Grounds Improvements (10 minutes) – Gale/Dorothy
 - Presented at Town Hall last week
 - Need someone to shepard the project management improvements to ensure they get done, on time and on budget
- Feedback from first Congregational Meeting Town Hall (20 minutes) – Dorothy/All
 - Need more information to be given to the congregation
 - Need to educate the congregation on how the budget is created
 - Need to educate the congregation on our governance
 - Need for more transparency
 - Racial justice statement is not the 8th principle
 -

- Congregational Meeting Update (15 minutes**) – Dorothy/All
 - Everything is ready
 - The slate is still not finalized
 - Congregational agreement not part of the congregational meeting
 - **Leadership Nominees (Leadership Development Committee)**
- Leadership Bylaw Change and Selection Policy/Best Practices DRAFT (15 minutes) – Dorothy/Tess/All
 - Leadership Best Practices document in the board drive. Should be provided to LDC and congregation as guidance. Also added to policy documents of the church.
 - Bylaw change discussion
- Ministerial Evaluation (15 minutes) – Rev Mark/Dorothy
 - Simplified from “Fulfilling the Call” version we have used in the past
 - Current minister’s reports have been tracking the topics covered by the sample Ministerial Evaluation
 - Has 7 areas of ministerial activity which it tracks
 - Committee on Ministry has been presented this sample
 - This will be considered in next church year
- Interim guidance by CDC
 - Working on plan to open in the fall

Closing (5 Minutes)

- Process Observation
- Closing Words – Rev Mark
- Adjournment (Chair) **Next Board Meeting 19, 2020 (in-person)**

Board Covenant

As members of the Board of Trustees of the First Unitarian Universalist Church of San Antonio, we covenant to make it a priority to prepare for and attend board meeting and events. We communicate with open minds, respect and patience. We explore issues, problems and solutions providing honest input in a positive manner. We view what we do as a spiritual ministry. We share the burden and success of our work. As the board, we speak with one voice. We pledge to focus on the mission of our church and the well-being of our church community.

Policy 1.2: **Ends Statements** – Our Vision for Our Congregation in the World
At First Unitarian Universalist Church of San Antonio:

- We stretch ourselves and encourage each other to new intellectual and spiritual heights. We care for each other in times of joy and sorrow.
- We love and accept children and youth for who they are. We nurture and stimulate them to grow into their fullest potential.
- We welcome visitors and seekers with radical hospitality. We connect with them to create relationships of caring, transformation and spiritual growth.
- We are a force for love and justice in the greater San Antonio community. We proactively engage others to work for the common good.
- We support and challenge fellow congregations in the UUA. We strive to live our UU principles and values with excellence.

Approved by First UU Board May, 2016



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**Board of Trustees Meeting of the
First Unitarian Universalist Church of San Antonio
, or May 19, 2021**

Gathering, establish quorum (15 Minutes): present: Troy Peters, Oscar Solis, Terry Palin, Gail Morrow, Donna Perera, Dorothy Wallace, Heather Hedquist, Tess Bobo-Fry, Rev Mark

- Call to Order (Chair)
- Opening Words/Chalice Lighting - Rev. Mark
- Reading Covenant/Ends
- Process Observer – **Terry Palin**
- Welcome and Check-in
- Finalize Agenda

Consent Agenda Approval (5 minutes) *Any objections to the items on the Consent Agenda?* (Chair)

(Simple questions, clarifications, or short amounts of dialogue)

- Previous Board Minutes – Heather
- Minister’s Report – Rev Mark
- President’s Report – Dorothy
- Vice-President’s Report - Gale
- Treasurer’s Report (Budget)t - Donna
 - CPA reports have been slow
 - Donna will be following the books for at least June to ensure that the church books will be finalized for the year before she leaves
 - Suggest that the financial committee, or a task force, review the statements/transactions at least once every couple of years
- Church Staff Meeting/Coordinating Team Notes – Rev Mark

Pending any objection, the Consent Agenda is approved (Chair)

New Agenda Items (Please have appropriate initial motions prepared for voting)

- Trans Training Materials Final (5 minutes) – Terry
 - Purchase has been approved by the board in a previous meeting
 - Permission to purchase will be communicated to Kathy
- Congregational Meeting After Action Review (10 minutes) – Dorothy/All
 - 8 congregants who do get any email from the church
 - Consider changing the congregational meeting
 - Virtual town halls have more attendance
 - More congregants voting via remote means
 - Consider a hybrid approach in the future

- Consider educating congregation that input on congregational meeting be held at Town Halls, by the time of the congregational meeting the content will be set.
- Board Leadership Update (10 minutes) – Dorothy/All
 - More people added
 - Still need VP, President, Stewardship, Worship
- Group After Action Review of the Past Year (30 minutes) – Gale/Dorothy
 - Leadership development needed, mentioned multiple times by various people
 - Culture of leadership
 - Strengthening liaison
 - Moving on from the past by the board has been great
 - Excited for next year
 - Enjoyed online service, meetings
 - Volunteer for more work for the board
 - Training sessions: intro to leadership in membership class
 - Every committee and board needs to create a list of duties expected for members or money expected to be donated by members
 - Governance and organizational chart
 - Stewardship and a culture of abundance
 - More prep for the congregation and the board for the next minister
 - Transparency and communication needs to be continued
- Thoughts from our Minister (15 minutes) – Rev Mark
 - Healing our Covid Wounds
 - Excellent hybrid events
 - Grow membership, pledges, budget
 - Smooth transition in RE
 - Assistance minister

Thank You Everybody!

Closing (5 Minutes)

- Process Observation
- Closing Words – Rev Mark
- Adjournment (Chair) **Board Retreat Date? Some date in June to be announced. Friday for incoming and outgoing. Saturday for incoming only. (in-person?)**

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