

First Unitarian Church of Philadelphia

Board of Trustees Meeting

October 15, 2019

Attendees: Anne Slater, Zinat Yusufzai, Rev Abbey Tennis, Matthew Schreck, Stephen Oliver, Eliza Hammer, Scott McCarthy, Dolly Ferver, Rev Hannah Capaldi, Dave O'Connor, Nic Tenaglia, Karin Tetlow

Absent: None

Consent Agenda

The Board reviewed and approved the September Meeting Minutes and Business report. We reviewed and accepted the Minister's Report.

Accessibility Projects Update

Karin Tetlow and Nic Tengalia, representing the Accessibility Taskforce and First U staff respectively, delivered a project update to the board. This included a summary of the timeline, the drawings, and an update on the lift selection. The next steps are a meeting at the end of October, once all lift proposals are received. The meeting may have some official decisions about lifts or alternative solutions that will be made and need to be presented to the board.

Finance Update

The Finance Working Group is considering moving our bank accounts from Wells Fargo as many of their business practices and investments do not align with our values. There was general consensus among the board that this is an action we should pursue. Matthew brought up concern that this move could cost us more money. The finance working group is exploring options and will report back to the board with a recommendation.

Capital Projects and Staffing Update

Scott reviewed the budget and capital projects with the board. He highlighted that there is a shortfall of (\$33,897) for the capital projects. The board is considering options for filling this gap.

Abbey raised and then tabled the conversation around getting plans/bids for the website. Anne and Abbey own the next steps.

Goals/Priorities Review and the Year Ahead

During our meeting the board reviewed our goals and priorities for the year ahead. Below is a summary of the goals and their next steps.

- I. Board Covenant**
 - A. This goal is to update the Board Covenant with one or two more items per our discussion during the board retreat.
 - B. **Next Step:** Eliza to work on language for the board covenant about safe failure/making mistakes. The goal will be to present this to the board in our November meeting.
- II. Personnel Policy Revision**
 - A. This goal is to make updates to the personnel policy to reflect our current staffing model.
 - B. **Next Step:** Create a staff task force with board and finance working group influence. The goal will be to have an update on this to the board in our November meeting. With the goal to have recommendations in time for budget season (January-ish)
- III. Governance and Policy Manual Revision**
 - A. The goal is a complete review of the governance and policy manual to identify inconsistencies and issues.
 - B. **Next Step:** Eliza and Dolly are collaborating on this. The goal will be to present this to the board in our November meeting.
- IV. Bylaws Revisions**
 - A. There are two bylaw revisions the board has deemed necessary.
 - B. **Next Step:** Matt is working on this. This will require a congregational vote in January. Matt will have them ready for us to review by the December meeting.
- V. Stewardship Development**
 - A. This is on the agenda for our November meeting. Ted is still leading much of these efforts, Abbey will also be reaching out to Christine and Ted to understand where they are. Matt raised that they should be involved in the November board meeting. Steering committee will develop a proposal.
- VI. Working Group Review**
 - A. Zinat, Anne, Abbey, and Scott are working on a plan to present to the board. The goal will be to present this to the board in our November meeting.

Eliza Hammer, Secretary
October 15, 2019