

UU Nashua Board of Trustees Meeting Minutes  
September 11, 2012

Present: Ellen Fisher, Lance Pratt, Mary Licking, Kathleen Griffis, Harry Purkhiser, Jenn Morton, Diane Fontas, Mike Wilt, Reverend Olivia Holmes, Pat Ladew, David Hudson, Donna LaRue, Kate O'Shea

Absent: No one. However, there remains one vacant position on the BOT (see August 14, 2012 BOT minutes for the plan to fill that position).

The chalice lighting was performed by Ellen Fisher and referenced the September 11, 2001 terrorist attacks on American soil for which today is an anniversary. During Check In noted was the fact listed under Historical Event Item below. During the Minister's Report, Reverend Holmes provided the information in List #1 below.

A motion passed made by Donna LaRue and seconded by Jenn Morton to continue with the timekeeping tradition that was started during a BOT informal meeting held in August. Lance Pratt volunteered to serve as timekeeper and kept time for each item on the agenda throughout the meeting. A blank sign-up sheet for timekeeper and chalice lighter duties at 2012 – 2013 meetings was offered. See List #2 below for results.

A motion passed made by Harry Purkhiser and seconded by Pat Ladew to approve the consent agenda. See List #3 below for contents.

A motion passed made by David Hudson and seconded by Diane Fontas to have the Board Covenant signed by all Board members and posted in such a way that indicates signatures but does not display them. See the attached Board Covenant.

A discussion took place regarding the BOT role in the October 5<sup>th</sup> & 6<sup>th</sup> Start Up Workshop. The entire Friday October 5<sup>th</sup> portion of the Workshop includes the BOT, the congregation, Interim Minister Reverend Holmes, and the District Executive Joe Sullivan as follows: 6 – 7 pm is dinner and from 7 – 9 pm is discussion. The Saturday 9 am – 3 pm session is by invitation only, with the maximum number of attendees set at 24 including the BOT and Mr. Sullivan. The purpose of the workshop is to discern what the congregation expects of itself, its interim minister, and its staff.

A motion passed made by David Hudson and seconded by Pat Ladew to extend the discussion five extra minutes regarding the Friday October 5<sup>th</sup> dinner. The results of the discussion on the Friday October 5<sup>th</sup> dinner: 1) attendees bring own beverage (BYOB), 2) desserts are provided by individual BOT members, and 3) entrée is catered. Publicity for Friday night, Invitations and Planning for Saturday, and Food for Friday and Saturday Committees for the two day event are in List #4 below.

Volunteers David Hudson and Lance Pratt will represent UUNashua at a Wednesday, October 10<sup>th</sup> meeting in Manchester, NH for a discussion on the global ends of the Northern New England District and what that means to congregations. Teams from

Concord, Franklin, Plymouth, and Milford are also expected to attend.

Reverend Olivia Holmes led two discussions regarding UUNashua priorities: 1) Improved Communication Priority (of UUNashua) and 2) Youth & Young Adult Priority (of UUNashua). The purpose of the discussions was to clarify the Executive Team's role in implementation. Reverend Holmes distributed to BOT members a two page handout on the topic she had prepared (see attached two pages regarding priorities). The content of that handout reflected some information on a metric sheet the BOT had prepared last year. During the discussion, the BOT cautioned that the metric sheet it had prepared last year was not intended to be used solely as the basis of executive implementation of priorities.

A motion passed made by Harry Purkhiser and seconded by David Hudson to allow the UUNashua banner to be used September 16<sup>th</sup> in the Anne Marie House Walk, a fundraising event for a transitional housing charity for which UUNashua has designated collections within the past two years.

A motion passed made by Lance Pratt and seconded by David Hudson to allow approval by email in order to facilitate timely posting BOT meeting minutes generated from this meeting on.

The next scheduled Board Meeting is Tuesday, Oct. 9<sup>th</sup>. The Board will also be attending a Start Up Workshop with District Executive Joe Sullivan, scheduled for Friday, Oct. 5, 6-9 pm AND Saturday, Oct. 6, 9 am-3 pm. That Start Up Workshop will be held at UUNashua and the Friday night part includes dinner. At that dinner attendees including BOT members are expected to bring their own beverages and the BOT members are expected to bring desserts in such numbers that the aggregate of all desserts brought by the BOT members is ample to provide for the dessert needs of all dinner attendees.

The chalice was extinguished after Reverend Holmes gave a reading by Richard Gilbert.

Lists #1 through #4 (Also: NH Historical Event Item follows this listing)

List #1

Minister's Report

related the following:

- 1) expression of gratitude for the warm welcome received since starting service as interim minister [August 1<sup>st</sup> was the starting date],
- 2) the Transition Team has been active in arranging meetings and appointments and engagements have been undertaken, and
- 3) efforts are being made regarding familiarization with UUNashua staff and goals.

List #2

Timekeeper and Chalice Lighter Duty for 2012 – 2013 Sign-Up Sheet Results

	<u>Timekeeper:</u>	Chalice
Sep 11	Lance	<u>Lighter:</u>
Oct 9	Kate	Ellen
Nov 13	Jenn	Pat
Dec 11	Mary	Mary
Jan 8	Pat	David
Feb 12	Diane	Donna
Mar 12	Donna	Diane
Apr 9	Harry	Kathleen
May 14	Kathleen	Harry
May/June budget	David	Mike
Substitute	//no entry//	Lance
		Jenn

### List #3

#### Consent Agenda

- 1) Approval of August 14, 2012 BOT meeting minutes
- 2) Reappointments of members of committees of the Board, appointments of new members, and recognition of members dropping out:

Personnel Committee and Investment Review Committee, as follows:

#### Personnel Committee:

Returning members: Jon Laselle, Harry Purkhiser, Ellen McCormick,  
Karen Leonard

New Member: John Burkitt

Dropping out: Mary Beth Restivo

#### Investment Review Committee:

Returning members: Bob Sampson, Jon Laselle, Kathy Grossman, Joan  
Connacher, June Haskell, Russ Leonard

New Member: Mike Ballentine, Carol Houde

Dropping out: Jack Law, John Brobst

- 3) Appointment of member to Board seat on Nominating Committee as follows:  
Kate O'Shea

[Harry Purkiser had already agreed to continue serving on the Nominating Committee. See August 14, 2012 BOT Meeting Minutes]

### List #4

#### October 5 & 6 Start Up Workshop

#### Publicity (Friday, Oct 5<sup>th</sup>):

Pat Ladew

Donna LaRue

Invitations and Planning (Saturday, October 6<sup>th</sup>):

Harry Purkhiser

Lance Pratt

Reverend Olivia Holmes

Food (Friday, Oct 5<sup>th</sup> & Saturday, Oct 6<sup>th</sup>) :

Kate O'Shea

Ellen Fisher

David Hudson

Historical Event Item

The primary election being held today in New Hampshire is the first NH state election of any kind under the new law wherein poll workers ask prospective voters to display picture identification.

*//original signed//*

Mary Licking,

Clerk, Unitarian Universalist Church of Nashua, New Hampshire

\_\_\_\_\_ Attachments \_\_\_\_\_

Board Priorities Discussion Questions

2012 - 2013 Church Priorities

Tuesday, September 11, 2012

1. Why was this made a priority and what is the desired outcome?
2. How does the desired outcome fulfill your vision?
3. Who has already been included in creating this priority?
4. What is the Board's responsibility moving forward?

Vision of the UU Church of Nashua

The Unitarian-Universalist Church of Nashua, New Hampshire will be a beacon of liberal religious thought and action whose members are committed to the Search for truth and meaning, the acceptance of diversity, and the promotion of social justice within a supportive and caring community.

## Priorities Questions for the Board

### 1. Improved Communications

- a. Between church committees and the congregations
- b. From the Board to the congregation
- c. External communications about the church; encouraging the community to come

### 2. Retain Youth and Attract Young Adults

- a. Welcome 18-year-olds into membership
- b. Create at least 2 social justice projects with active young adult participation
- c. Every committee will have youth representation

### 3. All Church social justice project "Ending Hunger and Homelessness"

- a. Create 4 major efforts to educate congregation and community about this effort
- b. Track the of church volunteers associated with this effort (in many ways)
- c. Donate at least \$10,000 to the associated organizations.

Including Ways to become involved

## **Unitarian Universalist Church of Nashua Board of Trustees Covenant 2012/2013**

The members of the Unitarian Universalist Church of Nashua, New Hampshire, acting in the tradition of the Free Church, have entrusted us with the responsible governance of our congregation. To help us honor that trust we promise the following to one another. As fellow members of the Board of Trustees of the Unitarian Universalist Church of Nashua, we will:

**Show respect for one another.** We will honor the dignity of our fellow Board members and respect their opinions. We will strive to assure that everyone's voice is heard and refrain from interrupting each other. We will assume the best intentions of our fellow Board members, remembering that we are working toward common goals.

**Take responsibility to express our opinions on the issues before us.** We recognize that we each have an obligation to express our views on the important matters that come to the Board. We will keep an open mind when listening to the viewpoints of others, and express our disagreements respectfully.

**Respect the dignity of Board decisions.** We may offer varying opinions in our discussions, but we will stand behind the decisions the Board has made once the decision making process has been fairly completed.

**Make efficient use of time.** We will focus on the issue on the table with minimum distractions and complete our work in a timely manner. Making efficient use of time includes timely dissemination of meeting materials; taking time to read through materials and prepare for meeting discussions, respecting established time limitations; and keeping comments pertinent and succinct.

**Conduct our business face to face.** Whenever possible, we will conduct our discussions and deliberations in person.

**Maintain a sense of the sacred.** Even as we attend to matters of business, we will remember that we are a religious community, and our purpose is to advance the mission and covenant of this Church.

**Inject fun in our work.** Though our work together is serious, we shall not take ourselves too seriously.

**Make our activities transparent to the Congregation.** We are mindful that we have been entrusted by the members of this Church to carry out the business of governance. Therefore it is our duty and obligation to participate in and encourage open, two-way communication regarding our work on their behalf.

**Keep mindful that we are part of a greater community.** We shall remember that in our deliberations we must consider the needs of our larger community and the impact of our decisions on the world outside our doors.

**This is a living document.** As such, it can be reviewed and revised by consensus at any time. Signed by all Board of Trustees members:

Diane Fontas, Kathleen Griffis, David Hudson, Pat Ladew, Donna LaRue, Kate O'Shea, Lance Pratt, Harry Purkhiser, Mary Licking (Clerk), Mike Wilt (Treasurer), Jenn Morton (Vice President), and Ellen Fisher (President)

September 11, 2012