

West Shore Unitarian Universalist Church
Board of Trustees Meeting
Tuesday, Sept. 26, 2023, 6:35-8:40 p.m.
Minutes and Motions
Approved October 24, 2023, 7:20 p.m.

TRUSTEES

- Mark Aulisio - absent
- **Cathy Bollin** (President)
- **Kelly Pinkas** (Vice President)
- **David Drickhamer** (Secretary)
- Brian Gardner (Past President) - absent
- Kathy Kosiorek - absent
- **Matt LaWell**
- **Kathy Little**
- **Linda New**
- **Dave Willett**
- Jen Wynn (Treasurer, Finance Committee Chair) - absent

STAFF

- Suehana Kieres - absent
- **Rev. Anthony Makar**
- Meghan Ross - absent

MINUTES

1. **Chalice Lighting and Re-Introduction of 8th Principle Process Observer** - Cathy Bollin and Kelly Pinkas.
2. **Approval of August BOT Minutes** - David Drickhamer
Motion to approve August minutes from August 23 BOT meeting.
Motion made by Kelly Pinkas, seconded by Linda New. Majority in favor (one abstention), none opposed.
3. **Review of Updated Perpetual Agenda**
4. **Governance Committee Update - Linda New (15 min)**

Updated language to the board policies governing the WSCCC proposed.

- **1.5. West Shore Child Care Center.** The mission of the West Shore Child Care Center, as a program of the Church, is to promote the well-being of children in our community by providing quality, affordable child care and by supporting their families.

- **1.5.1. Board of Trustees Responsibilities.** The Board will review and annually approve the budget of the Child Care Center. The Board will also designate a trustee to serve as a [Representative Liaison and non-voting participant on the Childcare Center Parent Advisory Committee](#).
- **1.5.2. Senior Minister Responsibilities.** The Senior Minister [will be](#) responsible for hiring the Child Care Center Director in consultation with the Board. The Senior Minister [will also be](#) responsible for the supervision of the Child Care Center Director.
- **1.5.3. Child Care Center Director Responsibilities.** The Child Care Center Director will manage the affairs of the Child Care Center, and ensure that the Center maintains all required licenses and accreditations from governmental agencies. [The Child Care Center Director, in consultation with the Senior Minister, will select a Parent Advisory Committee composed of parents of children served by the Center, and one Representative Liaison from the WSUUC Board.](#)
- **1.5.4. Child Care Center Parent Advisory Committee.** The Parent Advisory Committee [will meet](#) at least quarterly with the Director of the Child Care Center to provide input regarding the nature and quality of the programs and services provided by the Center.

Motion to accept the updates to the board policy (1.5 section) governance policies regarding the Childcare Center as amended. Motion made by Dave Willett, seconded by Kelly Pinkas. All in favor, none opposed.

RE: 6.0 - RULES OF PROCEDURE FOR CONGREGATIONAL MEETINGS p. 23-24

Rule 3. Means of Voting and Calling a Quorum

The votes collected to meet the quorum required by the Bylaws can be collected and counted through any combination of:

- [In person meeting vote](#)
- [Virtual meeting vote](#)
- [Online vote](#)
- [Proxy vote](#)
- [Paper ballot.](#)

So long as a quorum has been represented, the outcome of any motion or election, unless the bylaws otherwise state, is decided by a count of the total vote as listed above.

The required proportion of votes cast by members to approve a motion or election will be as set forth in the bylaws or these rules of procedure. The results of all votes must be certified by the Chairperson.

Motion to accept the rewording of section 3 of the board policy regarding rules

and procedures for voting and calling quorum. Motion made by Dave Willett, seconded by Kelly Pinkas. All in favor, none opposed.

5. “Open Questions” Review

Board decides on up to three Open Questions (geared to the next fiscal year).

Please see [those that were reviewed at the board retreat](#) and feel free to propose additional ones for consideration.

Review of the purpose of open questions in the role of governance. The goal is to leverage the limited time of the BOT to focus on the future needs and direction of the congregation. How do we structure an open question so that it will be effective? It needs to have clear means and clear ends/hoped for results. It naturally leads to strategy and tactics.

BREAK

(resume Open Questions selection discussion)

Objective tonight: Board selects 3 questions and establishes an “Open Questions Task Force” which:

- Identifies sources of factual information and expert perspective needed to stimulate and supplement consideration of the Open Questions by both the Board and congregants
- Collaborates with the SM to plan and conduct Open Question conversations with the congregation
- Arranges for and leads Open Question conversations/explorations during monthly Board meetings.

Open Questions Possibilities for 2023-2024

Top three vote getters at the Sept. 16 Board Retreat

1. What changes to our congregation will enable us to grow by 200 people in the next five years?
2. What’s the thing West Shore should do in all-congregational service to the community that allows us to simultaneously emphasize our unique strengths and meet genuine community needs?*
3. How will we restructure our volunteer system so that our volunteer culture is more attractive to potential volunteers and is more satisfying and less susceptible to burning out actual volunteers?

Additional possible open questions

4. What will our program of evangelical outreach (or marketing) look like so that we are better known by others in our city?
5. How will we respond to key cultural trends in a way that spurs positive congregational growth?
6. How shall we communicate financial information to the congregation (which financial information?) in a way that builds widespread trust and increases generous giving?

7. What changes to our staffing structure will we make in order to support growth in our congregation's resources for ministry (i.e. more financial resources, more volunteer resources, more resources for effective marketing)?
8. How shall we practice our ARAOMC value in a way that inspires significant and measurable growth in individual congregants as well as the church as a whole, and which leads to feelings of accomplishment and celebration?*
9. How shall we practice our environmentalism value in a way that inspires significant and measurable growth in individual congregants as well as the church as a whole, and which leads to feelings of accomplishment and celebration?*
10. How shall we discover our new congregational mission statement in a way that both energizes the congregation and renews its sense of collective purpose?*
11. What community groups can we support and collaborate with to promote environmental justice and sustainable practices

Sept. 26 discussion additions:

12. How can West Shore use its Child Care Center to better serve the community and increase membership?
13. How can we better align the Child Care Center's mission to the mission of the church?

**Starred questions are keyed to West Shore's collective Justice Vision*

Discussions: How exactly to define our "service area": Rocky River, the west side, Cleveland.... Re: #10: : Is our current mission serving us.... Is it time to look at our mission? Is it guiding us any more? Justice is not stated explicitly in the current mission. How can we state our mission that's memorable and gives the church more directional guidance?

Sept. 26 BOT vote results:

- 1. What's the thing West Shore should do in all-congregational service to the community that allows us to simultaneously emphasize our unique strengths and meet genuine community needs?***
- 2. How shall we practice our ARAOMC value in a way that inspires significant and measurable growth in individual congregants as well as the church as a whole, and which leads to feelings of accomplishment and celebration?***
3. What changes to our congregation will enable us to grow by 200 people in the next five years? (Distant third)

Open Questions Task Force volunteers: Matt LaWell, Cathy Bollin, Dave Willett and Rev. Anthony Makar.

6. Finance Committee Report - Submitted in Advance

Under consideration:

Motion to approve the fiscal year 2024 operating working budget for the Church dated September 21, 2023.

Motion to approve the fiscal year 2024 operating working budget for the Child Care

Center dated September 21, 2023.

Delayed to remote voting by Sept. 29 to allow thorough review and answers to any questions BOT members might have for the Finance Committee.

10/3/2023 - Request made by Cathy Bolling for final votes from board of trustee members.

10/4/2023 - Church and Child Care Center working budget motions approved by a majority of board members responding by email in favor.

7. Senior Minister Report - Rev. Anthony Makar

Review and discussion of the ministerial sabbatical purpose, structure and plans.

Motion to approve Reverend Makar's proposed sabbatical dates starting in October through November 2024, and from February through May 2025.

Motion made by Kelly Pinkas, seconded by Kathy Little. All in favor, none opposed.

8. Closing: Process observer observations - Kelly Pinkas

We did fairly well tonight. When considering diversity, we need to keep in mind different facets of diversity (not just race).

NEXT BOARD MEETING: Tuesday October 24, 2023 @ 6:30pm

- Refreshments: Matt LaWell and Kelly Pinkas (Cake!)
- Opening Reading: Volunteer Needed
- Closing Reading: Volunteer Needed

PERPETUAL CALENDAR: October - November BOT Only

October

- Regular monthly meeting
 - This may include an educational component related to the Open Questions
- BOT Open Question Task Force and SM hold an Open Question conversation with the congregation
- BOT places announcement of the Annual Meeting date in the November Shorelines (*deadline mid Oct*)

November

- Regular monthly meeting (unless it conflicts with the Thanksgiving holiday)
 - This may include an educational component related to the Open Questions

- Vote on membership drop list
- BOT Open Question Task Force and SM hold an Open Question conversation with the congregation

2023-2024 MEETING SCHEDULE

- Tuesday, **October 24**, 6:30 – 8:30
- Thursday, **November 30**, 6:30 – 8:30
- Tuesday, **January 23**, 6:30 – 8:30
- Tuesday, **February 27** 6:30 – 8:30
- Thursday, **March 28**, 6:30 – 8:30
- Tuesday, **April 23rd**, 6:30 – 8:30
- Tuesday, **May 21**, 6:30 – 8:30
- Wednesday, **June 26**, 6:30 – 8:30