



Minutes of UUSJ Board Special Session – July 15, 2021

Participants: Beyssa Buil, Peggy Clarke, Kat Donovan, Johannes Favi, Norma Flores Lopez, Charlotte Jones-Carroll, Chloe Emily Ockey, Eleanor Piez, Joseph Santos-Lyons, Mariano Vera (new board members) and part-time during introductions Serena Lowe. Also Bob Denniston, outgoing Chair, Pablo De Jesus, Executive Director and Paulette DeMers, Admin Assistant.

1. Welcome, chalice lighting, reading, quorum: Bob Denniston welcomed the new board members, as outgoing chair. Rev. Eleanor Piez offered a chalice lighting, reading and reflection (Theodore Parker) and a toast to the incoming members. Charlotte Jones-Carroll confirmed that with 10 of the 11 new members present, we had a quorum.
2. Introductions: Board members and staff shared brief self-introductions “beyond the official bios.” This section was mostly recorded and will not form part of the business minutes.
3. Strategy/governance review: Bob and Charlotte shared the efforts over the past two years to update vision/mission/values and bylaws, with the fundamental goal of changing the board from the “working board” model of the past 20 years where board members conducted much of the advocacy and education work of the organization, while also setting policy and providing oversight. The new model separates strategy, policy and oversight (plus some development responsibilities) which are to be handled by the board, from implementation of the work program and supervision of staff which are to be handled by the executive director and the paid and volunteer persons working under his supervision.
4. Covenant and Conflict of Interest Statement: Pablo reviewed the covenant by which board members are expected to work together and noted that a conflict of interest statement is requested of each board member annually. This would soon be sent to fill out and return to the Board Secretary, as is typical in most non-profits.
5. Election of Officers: With three of the four officer nominees volunteering prior to the meeting by Nominating Committee and Executive Director, a fourth (vice-chair) emerged from discussion of interest within new board members. It was noted that, to date, the culture has *not* been to expect that the vice-chair become the chair, though the new board may set its own practices in this regard. Officer positions are for one year. The board moved and seconded (Norma/Joseph) the following slate, which was then elected unanimously:

Chair: Charlotte Jones-Carroll
Vice-chair: Beyssa Buil
Secretary: Chloe Emily Ockey
Treasurer: Mariano Vera.

6. Committee Chairs: New by-laws require that the chair of each of the standing committees be elected by the board, and that this chair be a trustee. The majority of the standing committees (except for Nominating Committee) should also be trustees but non-trustees are also welcomed. The Executive Committee consists of the four officers. For the other standing committees, after discussion of interest, the following emerged and was approved unanimously:
Nominating Committee Chair: Chloe Emily Ockey
Finance Committee Chair: Norma Flores Lopez, supported by Charlotte Jones-Carroll and ex-officio member Treasurer Mariano Vera
Development Committee Chair: Eleanor Piez (supported by Norma Flores Lopez and Kat Donovan as members)
Membership Committee Chair: TBD (but Peggy Clarke and Joseph Santos-Lyons offered to serve in a needed position to be determined after discussion with Exec Director).
7. Next Special Session and regular business meetings: At least one more special session is needed to confirm committee membership, provide further board orientation and specially to inform the board about the proposed Work Plan (responsibility of Executive Director). This will include details of a recent survey of UUSJ members on future priorities, along with possible options for future policy priorities prepared by an advocacy policy and review committee for incorporating those. August is the hoped-for time frame for the special session. Then quarterly meetings (at least) are planned for September, December, March and June. Members will be polled to determine the best August dates.
8. Closing: Rev. Joseph Santos-Lyons offered a closing prayer.

Charlotte Jones-Carroll, (outgoing) Secretary