

4/23/08 Board Meeting Agenda (update 5)

THE COMMUNITY CHURCH OF NEW YORK

BOARD OF TRUSTEES MEETING

Wednesday, April 23, 2008

Gallery – **6:30 pm to 8:30 pm** (6:00 pm food and conversation)

6:00 Food and conversation – (**Natalie Webb**)

6:30 1) Opening Words – (**Gary Geoghegan**)

2) Board Covenant – Read in unison

“We covenant to try always to treat each other with kindness and respect for the unique human being each of us is and the unique gifts each of us has to offer as together we hold this church in trust.”

3) Board Meeting Administration

- a) Explanation of Board Meeting Parliamentary Process for guests
- b) Process Observer
- c) Index Cards for Questions, Ideas or Suggestions
- d) Sign up sheets

4) Agenda Review

5) Consent Agenda

- a) Approval of April 8, 2008 Board Meeting Minutes*
- b) Approval of April 19, 2008 Executive Committee Meeting Minutes*
- c) Approval of April 20, 2008 Executive Committee Meeting Minutes*
- d) Appoint **Phyllis Andrews, Paul Hampton, Mark de Solla Price,** and **David Will** to each serve their second two-year terms as members on the **Ethelwyn Doolittle Justice and Outreach Fund Committee.**

6) Announcements & Acknowledgements

- a) **Metro District Annual Meeting:** May 2 – 3 (Stamford, CT)
- b) **Board of Trustees Invited to Church Council:** May 7
- c) **Congregation Budgetary Hearing:** Sunday, May 18
- d) Metro District **Anti-Racism and Diversity Conclave:**
May 31 (held at Community Church of NY UU)
- e) **General Assembly:** June 25 – 29 (Ft Lauderdale, FL)
- f) **UULTI :** July 28 – August 3 (Huntingdon, PA)

6:45 7) Leadership Reports

(Leadership Reports will be heard on Tuesday, May 13)

6:45 8) Unfinished Business

(Continued on other side)

(Unfinished Business will be carried forward to Tuesday, May 13)

6:45 9) New Business

- a) **Approval of Draft Budget**, subject to minor adjustments, as recommended by the Finance Committee for presentation to the congregation at the May 18th Budget hearing.
- b) Discussion of options for UUA consulting/support/assistance to help us begin our process for our **Congregational Self Assessment** (Natalie Webb, Jennifer Hampshire, Andrea Lerner)
- c) **Legal Opinion on March 26 Motion 2:** Chair to act on the Board's behalf as chief executive officer between Board meetings
- d) **Membership Coordinator, Administrator, and Staffing Accountability***
- e) Discussion of options for outside consulting, facilitation and/or mediation to help come to clarity for an action plan for the **Membership Coordinator and Administrator Positions** (Board and Andrea Lerner)*
- f) **Interim Administration Issues** (Office Assignment, eSkills, etc)
- g) Tabled Motion to **Rescind Prior Board Resolutions Delegating Day-to-Day Operations to the Senior Minister.**

8:20 10) Process Observation

11) Closing Words – **(Peter J. Robinson Jr.)**

Next Board of Trustees meetings are:

Tuesday, May 13, 2008

Agenda includes a 20-minute presentation by our auditors, Lederer, Levine & Associates, regarding **financial statement and the management letter**. They will also discuss what staff competencies in financial management are needed that are not currently in place-to assist in the requirements of the new administrator and/or other staffing. **They are not making recommendations in the management letter about staffing, but have said that in FY09 they would be required to as a result of some new GAAP auditing disclosure requirements. We will also discuss filling Board Liaisons, as required.**

Wednesday, May 28, 2008

Invited Guests: Winifred Zubin (**Immediate Past Board Chair**)
Andrea Lerner (**UU Metro NY District Executive**)
Edmund DeJowski (**Personnel Committee**)
Vincent Daniele (**Committee on Ministry**)
Ruth Miller (**Membership Committee**)

* Documents will be printed for the meeting and are also Trustee YahooGroup

** See documents ONLY on YahooGroup (will NOT be printed for meeting)

Updated April 21, 2008