**Quimper Unitarian Universalist Fellowship**

**Board of Trustees**

**Meeting Agenda November 17, 6:00 pm**

**Meeting by Zoom recorded:** [**https://www.youtube.com/watch?v=pJBiYcuKU8I**](https://www.youtube.com/watch?v=pJBiYcuKU8I)

We acknowledge that these waters, mountains, valleys and shorelines are the traditional territory of the S’Klallam and Chemakum peoples. We will work to restore and sustain their homelands and all living beings.

**Meeting Called to Order Recording on.** 6:03

Attending: Larry Morrell, Sherry Modrow, Penny Ridderbusch, David Covert, Karl Bach, Virginia Nixon, Frances Loubere, Cecilia Flickinger, Liesl Slabough, Kate Lore, Kate Kinney.

Observing: John Collins, Christina Tweed, Sandy Tweed, Julia Cochrane, Kathy Stevenson

Timekeeper: Karl Bach

**Chalice Lighting** May I live this day

Compassionate of heart,
Clear in word,
Gracious in awareness,
Courageous in thought,
Generous in love.

–**John O’Donohue**

 **Check-in**  Briefly.

**Opening Announcements or acknowledgements**

1. **Approve Meeting** **Agenda**

**Motion** to approve meeting agenda by Sherry Modrow; seconded by Virginia Nixon; motion passed.

1. **Consent Agenda**

**Motion** to approveMinutes of the October 20, 2021 meeting by Liesl Slabaugh, seconded by Karl Bach; motion passed.

1. **Standing Reports**
	1. **President’s Report – See** [**Attachment A**](#Attachment_A)

With regard to point 3 Frances Loubere mentioned the upcoming BoT Q&A forum on 30 November. She requested that the BoT communications sub-committee prepare and submit an announcement and contact info. for the Weekly Update next week, 19 Nov. deadline 12:00 noon Wednesday.

* 1. **Minister’s Report – See** [**Attachment B**](#Attachment_B)
	2. **Treasurer’s Report – See separate package**

**Motion:**  Karl Bach moved to approve the October 2021 financial statements indicating an excess income/expense amount of $54,874.90 and a total liabilities and net assets amount of $2,589,246.35; seconded by Virginia Nixon.
The motion was approved.

* 1. **Trustees’ Reports**

No reports.

1. **Task Force Reports**
	1. **Governance Task Force – Frances Loubere**

**– See** [**Attachment C**](#Attachment_C)

Frances provided updates from GTF including discussions on open meeting policy.

Meeting notification policy: there shall be 48 hour advance notice of meetings to posted on QUUF calendar.

* 1. **Open Communications Task Force – Nils Pederson**

**See Final Report –** [**Attachment D**](#Attachment_D)

**Motion:** The Open Communication Task Force is disbanded and its recommendations are to be considered and, as appropriate, implemented by the Ad Hoc Committee on Healthy Community and/or the board communication sub committee. The Board thanks the members for their time, diligence and thoughtful recommendations**.**

It was moved by Karl Bach, seconded by Penny Ridderbusch that the above motion be approved. No vote was taken.

**An amendment** was proposed by Liesl Slabaugh to delete the section “and/or the board communication sub committee.” Seconded by Sherry Modrow. Amendment was approved.

**Amended Motion:** The Open Communication Task Force is disbanded and its recommendations are to be considered and, as appropriate, implemented by the Ad Hoc Committee on Healthy Community. The Board thanks the members for their time, diligence and thoughtful recommendations**.**

It was moved by Liesl Slabaugh, seconded by Sherry Modrow that the amended motion be approved. Amended motion was passed.

* 1. **Policy for public comments to the Board – Larry Morrell**

**See** [**Attachment E**](#Attachment_E)

**Motion:** The proposed policies to be posted on the board webpage for public comments and feedback prior to adoption as board policies. It was moved by Karl Bach that the motion be approved, seconded by Sherry Modrow. The motion was passed.

Under 4.4 it was discussed further that this BoT communication policy will be posted on the QUUF Web page under Governance and in the Weekly Update.

* 1. **Ad Hoc Committee on Healthy Community– Liesl Slabaugh**

**See** [**Attachment F**](#Attachment_F)

In summary Liesl reported that the committee work has produced good results with vision and that people are encouraged. The results of this difficult task are valuable to the congregation at large and should be published as a Monday Board Report. Liesl agreed to author a Monday Board Report to be published on Monday 29 Nov.

* 1. **Widening the Circle Task Force See report in** [**Attachment G**](#Attachment_G)

**BREAK** 7:07 – 7:12 Recording off. 7:13 reassembled. Recording on.

1. **Agenda Item(s) – Motions, proposals, invited presentations etc.**
	1. Creation of a BoT Communications subcommittee of the board comprising: BoT Vice President Sherry Modrow, BoT Secretary David Covert, Trustee Virginia Nixon and Trustee Cecilia Flickinger for the remainder of the 2021/2022 church year.

The BoT delegates to the Communications subcommittee the authority to approve postings on the board web page and Weekly Updates addressing questions to the board, board policies and board programs.

Cecilia’s intention to resign was accepted. Minister Kate Kinney agreed to join the committee.

**Motion:** It is proposed that the Communications subcommittee of the board comprising BoT Vice President Sherry Modrow, BoT Secretary David Covert, Trustee Virginia Nixon and Trustee Kate Kinney is created for the remainder of the 2021/2022 church year.

Furthermore, this committee is empowered to approve postings on the QUUF BoT web page addressing questions to the board, board policies and board programs.

The motion was approved by Liesl Slabaugh, seconded by Karl Bach; motion passed.

It was noted in passing that the purpose of these postings is to provide more rapid and frequent communication than Board meetings and Monday Board Reports.

A motion to authorize the BoT subcommittee on communications to prepare a policy for communications between members of the congregation and the BoT and to approve postings to the QUUF web page outlining this policy was made, amendment proposed and discussed. A substitute motion, allowed by parliamentary rules, was then proposed.

**Substitute Motion:** The BoT authorizes the BoT subcommittee on communications to prepare a policy for communications between members of the congregation and the BoT, and to approve postings to the QUUF web page outlining this policy. This committee is further authorized to immediately implement communication, prior to formal approval, by consensus of the committee. Moved by Kate Kinney, seconded by Karl Bach. Substitute motion was approved.

* 1. Kate Lore has requested to increase Music Coordinator to half-time status from quarter-time effective December 1, 2021.

Rationale and financial analysis: see [**Attachment H**](#Attachment_H)

**Motion:** Approve increasing Music Coordinator to halftime retroactive October 1, 2021. Moved by Penny, seconded by Virginia. Motion was approved

Extinguishing the Chalice:

**ADJOURN**

Meeting adjourned, recording off 7:57 PM

Pending topics for future meetings

Create Board Code of Conduct

**Attachment A**

**QUUF Board of Trustees
President’s report – November 17, 2021**

1. Attended Washington state UU presidents meeting via zoom hosted by Sarah Schurr. About a dozen congregations were represented. Most are concerned with re-opening: when, how and how to deal with the various level of comfort. There was no consensus on the best approach.
The discussion question was “how does your congregation handle a committee on ministry?” Once again, a wide variety of implementations from the role of a CoM for a new minister in preliminary fellowship to an established minister using the CoM as a sounding board. No two seemed the same.

One congregation noted that dealing with conflicts resulted in even more conflict and resignations from the CoM.

1. Communications to/from Board – Working with communication subcommittee to establish charter and deliverables to the full board.
2. Oct 30 Board Q&A session held with generally positive feedback for the communication. Session was recorded and is available on Board Web Page. Next session scheduled for Nov 30 at 6:30 will follow a similar format.
3. Attended two sessions of covenant training presented by the Right Relations Covenant Team.
Outstanding question: How to get QUUF members to understand the meaning and responsibilities of the covenant? It may be that members not understanding the meaning and purpose will avoid voluntary training to gain a better understanding. (Catch-22?)
4. Draft of Board Policies for meeting notices and Executive session updated for board approval for posting on board web page.

Respectfully,

Larry Morrell, President

QUUF Board of Trustees

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**Attachment B**

Monthly Minister’s Board Report

November 2021

Kate Lore

**Second Vaccine Drive Completed:** On Oct. 31, we once again worked with the Health Department to provide Covid Vaccines for our community. Notably differences this time:

* We were able to offer all 3 vaccines.
* We were in costume and handed out treats, which added some fun energy to our 5-hr shift.
* We only vaccinated 2 “first-timers” this time (as opposed to 8 last month).
* We held it at QUUF’s southern parking lot.
* We did not run out of vaccines this time.
* The weather was wonderful!

Thus far, we have vaccinated 288 people, 10 of whom were “first-timers.” Our third vaccination drive will take place on Nov. 21—either at QUUF or the Food Bank (still working out the details).

**Safe Park Community Relations:** Since the Board approved the Safe Park project last month, Carl Allen, Dean Carr and Rev. Kate Kinney personally went to every house in our community to: 1) tell them about our plans; 2) answer questions; and 3) invite them to a Zoom information meeting. I am happy to report that we have the overwhelming support of our neighborhood for this project. Here is a shortened version of a letter we got from one of them:

*“Hello, all. I've lived at the corner of 24th and Kuhn since 1990 and have been happy to share "my" street's parking areas with QUUF congregants since then. So, in a sense, you can say that this letter is about extending and enlarging an already strong sense of shared property. I am indeed delighted that QUUF is considering sharing space in its parking lot with several individuals and/or families that are basically living in their cars.  Having experienced a similar living arrangement myself, in the past, I understand the challenges it presents - challenges of safety, sanitation, consistency - and, equally important, community friendship.  QUUF parking lots are a perfect place to begin meeting those challenges.”*

**Writing Class to Become Writing Affinity Group:** Last month I offered a weekly online class called, “Writing as a Spiritual Practice” for 11 of our congregants (and 1 from our sister congregation in Tacoma). I limited the size to enhance the ability for sharing. It was always my aim to convert the class into another Writing Affinity Group (since the current one is full) and I am happy to report that the group has voted to do so. I will not be a member of this Affinity Group but will seed another one next year. A member will host the group on her Zoom account.

**Memorial Services**: In the past month I have conducted one on-line memorial service (for Catherine McNabb) and one columbarium service (for Stan Cummings). I am currently planning 2 additional services (an online service for David Moe, who will die soon, and a Columbarium service for Ruthe Rugh). I am using this time to teach Kate Kinney how QUUF does these types of services so we will fill confident enough to lead some memorial services in the future.

**Senior Support Group:** This group for seniors with chronic pain or illness, which I facilitate, has 8 members now meets bi-weekly on Zoom.

**Grief Support Group:** This group for members grieving a loss of a partner has just started up and has 10 members, 4 of whom lost a partner within the past year. It is being facilitated by Kate Kinney.

**Auction Update:** The silent bidding on the 280 auction items and activities has begun and the Live Auction is just around the corner! As the computer skills of our congregants grows and the concept of an online auction becomes normalized, I have high hopes that we will have a high participation rate and will meet our goal of $30,000. I will be on-site for the Saturday viewing on Nov. 20 to greet folks in person and will also be one of the speakers at the Live Auction later that night. The people key to our success thus far include Susie Gorski, Shary Irwin, Catherine Camacho Carr and Christina Tweed. To express my appreciation to their hard work, I plan on treating them to lunch and publicly acknowledging them in our Nov. 21 Sunday Service. I’d like to encourage the Board to thank them as well--perhaps via thank-you cards.

**Book Sale**: Kendra Golden and Kate Madson have volunteered to organize our annual book sale on January 29, 2022, provided they get final clearance from our Safety and Risk Management Committee. Donations are currently being accepted at Kendra’s house.

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**Attachment C**

**November 2021 – Governance Task Force Report to the QUUF Board**

The Governance Task Force continues to meet for 90 minutes on the 1st and 3rd Wednesdays of each month.

The GTF is working to schedule an information session with members of the Board who have indicated they would like additional clarification regarding the governance model and its implementation. We anticipate holding this information session in late November or early December.

In an effort to focus on the varied tasks related to the implementation of QUUF’s shared governance structure we are working in three sub-committees: Bylaws/Operations Manual, Program Council Implementation & Communication.

**Report of Activities of the Bylaws/Operations Manual Subcommittee of the Governance Task Force (GTF)**

Members: Karl Bach, Bruce Zalneraitis, John Collins, David Covert

Invited participants: Anne Weaver

The subcommittee meets on alternating Wednesdays for 90-minute sessions and has focused on the revision of the Bylaws as its primary activity.

The initial drafts have been shared with the GTF as a whole with a request for comments and recommendations. We have taken those recommendations and requests for clarification and have made changes to the Bylaws draft with the most recent revisions made on November 10, 2021. We have made recommended changes through the section marked ‘Article X’ of the Bylaws.

With input from the subcommittee members, Karl has made a working copy of a revised Operations Manual. This also has been shared with the GTF for comments and clarifications and will require input from the various Councils, Teams, and Committees to complete those respective sections. Anne Weaver has been very helpful in reviewing the draft Operations Manual with comments and requests for clarifications through page 58 of the 90+ page document. We have elected to remove the Personnel Policies from the Operations Manual as this section is best located in a personnel policy document/handbook. A reference to this change will be noted in the Operations Manual to assist members in locating the policies.

To assist the Members of the Fellowship in reading/searching the Bylaws and Operations Manual we have created a draft index that will be searchable by both hypertext links online and by page number for printed versions. A reader will be able to select a bylaw or policy section online and be brought to that exact section of the manual. Each section will have a page reference number to search printed copies by hand.

Submitted by Bruce Zalneraitis

**Report of Activities of the Program Council Implementation Subcommittee (PCIS) of the Governance Task Force**

Members: Betty O’Bryan, Anne Weaver, Kathy Stevenson Patrick Johnson

The PCIS meets via Zoom bi-weekly for 90 minutes. The PCIS’s primary objective is to provide the new Councils with the support they need to become functioning, working groups and not just a bunch of Ministry Teams with a circle drawn around them. We will continue providing that support until all of the Councils have established connections and are working in a positive, supportive manner. This means the PCIS is taking time with the new Councils to: build understanding of why these changes are happening, identify the foundations of each Council and determine how their individual teams can contribute to that Council.

The PCIS anticipates the inaugural meeting of the Program Council will take place in January 2022.

At the initial Council meetings the lack of leadership continuity within our programs has been identified as a major concern. In the past we haven’t had a plan or a process in place, other than the unwritten expectation that the current team leader finds their replacement. As a result, several teams currently have no leads. At our meetings it became clear there is a strong desire for improving both our method of recruiting team members and the establishment of a process for identifying, training and installing team leaders. This need for leadership development and creating a process for leadership continuity will be addressed by the Program Council in 2022.

Except for the Social and Environmental Justice Council, which has a charter that is available on the QUUF website, the Councils will be using a form (Addendum A) to fully identify their foundations and create their Charters. This form is built around the Foundational Practices/Pillars that were identified through the data collected from our congregation during the Search Committee and Interim Process. We anticipate each Council’s needs and the way they choose to work together will be as unique as the different roles the Councils play within our Fellowship.

The current state of the Councils:

1. The Social and Environmental Justice Council is a highly functioning team, meets monthly and, as mentioned above, has a charter in place. The PCIS attended the October meeting of the SEJC. We experienced first-hand their cooperative working practices and the support the Ministry Teams and Action Groups within the SEJC provide to each other. We left that meeting inspired and energized with the knowledge that once all of the Councils are fully established they can build cooperation and collaboration among all of their Ministry Teams.
2. The Community Council met for the second time and began creating their Charter using the form based on the Foundational Practices/Pillars (Addendum B). Members of the Community Council are excited to have the opportunity to work collaboratively and support each other as they continue to build community at QUUF.
3. The Spirit Council will be holding their second meeting in the next few weeks. At this meeting the Spirit Council will begin the process of thinking about the various ways spirituality is supported at QUUF through the guidance of the 4 Foundational Practices/Pillars form. This Council is made up of fewer Ministry Teams than several other Councils. We are planning to discuss the idea of expanding or enhancing this Council. Spirit Council members will provide input and take the lead on whether that expansion makes sense.
4. The Operations Council will have their first meeting in the next few weeks.
5. The Growth & Learning Council’s first meeting will be scheduled before the end of the year. We are discussing the best way to form this Council which is made up of only two major teams.

**Report of the Activities of the Communication Sub-Committee**

Members: Frances Loubere, Julia Cochrane, Cynthia Becker

The Communication sub-committee was created at the November 3 Governance Task Force meeting. To date communication and task completion has taken place on-line.

The Communications Sub-Committee is focusing on identifying the best ways to communicate information related to our shared governance structure with the congregation and ensuring that communication takes place on a regular basis.

Information will be communicated through two established and familiar channels:

1. QUUF Website
	1. The Communication Sub-Committee will be determining what changes need to be made to the Governance page of the website and will take action to make those changes.
	2. As a first step the Shared Governance presentation that was shared with the congregation at the June 2021 Annual Meeting will be added to the website via a link from the Governance page. It should be noted that the Annual Meeting minutes indicate this presentation would be available on the website. (Please note: The Shared Governance presentation is included for your reference, as a separate document accompanying this GTF Report.)
2. QUUF Weekly Update
	1. A series of articles relating to the new governance structure implementation will be included in future Weekly Updates. Each article will focus on a different aspect of the implementation process. These articles will be generated by the following teams: Governance Task Force, Program Council, Coordinating Team and Councils.

Addendum A to Attachment C

QUUF Community Circle: To Love, To Share, To Serve

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Belonging:***Initiations/inclusion of all/acceptance of differences/feeling safe and noticed* | **Strong Relationships:***Deepening/Widening Personal Connections/ Communal Bonds/Shared Fun* | **Compassion and Care:***Helping those in need/maintaining Right Relations/ Shared sorrows and joys* | **Shared Meaning and Purpose***Working together for a greater good/opportunities for input and service* |  |
| What we have in place: | What we have in place: | What we have in place: | What we have in place: |  |
| Next steps: | Next steps: | Next Steps: | Next step steps: |  |
| Dreams/needs/obstacles/parking lot |  |  |  |  |
|  |  |  |  |  |

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**Attachment D**

**We come together to seek our truths, honor our diversity, serve with love and work for justice in our world.**

**QUUF Mission Statement**

**Recommendations from Open Communication Task Force**

 The Open Communication Task Force has met and corresponded for some time now with spirited conversation. Although we hold rather diverse views, in alignment with our Fellowship in general, we offer these suggestions for your consideration.

 It is our commitment to encourage our Fellowship to view these somewhat conflictual times as an opportunity to first, refocus on our mission and principles, and second, to use curiosity, flexibility and humility when addressing these issues and one another. We believe that these three qualities often are left aside when we become impassioned. With these qualities as a touchstone, we offer the following.

**1. Background**

 The purpose of the taskforce is to recommend a way in which members of the Fellowship may express diverse views on the issues of the day in a way that would not only stay within the guidelines of our principles, our covenant and our right relations covenant, but would also, in the case of sensitive subject areas, make sure that the expression of such diverse views was done in a way that was respectful of all of our members.

 The creation of the taskforce in the summer of 2021 came largely out of member complaints that, while leaders in our Fellowship **had access to various ways of addressing the whole community** in support of proposals (the pulpit, the weekly update, website blogs, etc.), for example the adoption of an eighth principle, **members at large did not have such access and thus are not able to present meaningful response**. In addition, events since the formation of this taskforce have made clear the need for guidelines and process for groups such as ALPs when their programming may be controversial. As such, our recommendation is to create an acceptable way for members to express their views to the Fellowship that also honors our covenant.

**2. Who we are: Underlying Principles and Recognitions**

 The way in which we relate to each other comes out of who we are as a Fellowship and as a religion. We thus recognize and state who we are as a Fellowship in the Unitarian Universalist tradition:

 a. Our Fellowship mission is to come together to seek our truths, honor our diversity, serve with love and work for justice in our world.

 b. We covenant to affirm and promote our principles, including the inherent worth and dignity of all people, the acceptance of one another, the encouragement of spiritual growth, and a free and responsible search for truth and meaning.

 c. We covenant to use ‘compassion, curiosity, reverence and respect while seeking our truths.’

 d. We agree to abide by our right relations covenant.

 e. As UU’s we have an ongoing tradition of supporting and lifting up the marginalized in our communities as for example recognized in the UUA statement of conscience adopted June 2021.

 f. As UU’s we also have a tradition of dissent, recognizing that we are a non-doctrinal faith in which freedom of the pulpit goes hand-in-hand with the right of individual members to dissent and to have a way in which to express their views within our covenant.

 g. It is a deep and fundamental spiritual practice for many of our members to work for social justice, supporting and lifting up the marginalized in our communities.

 h. It is a deep and fundamental spiritual practice for many of our members to be curious about the world, to explore, learn, discuss, debate and present to each other our knowledge and opinions, including the expression of alternative viewpoints.

 i. We voluntarily limit our freedom of speech through our principles, which recognize that our free search for truth and meaning must also be responsible; through our covenant, which encourages us to use both compassion and respect in seeking our truths; and through our right relations covenant, which firstly encourages us to be kind, and to consider what is the most loving thing we can do or say.

**3. Specific Recommendations**

*A. Building Trust, Community and Connections Between our Members*

1. We recommend that the Fellowship create and maintain an ongoing program of building connections between members with diverse views that allows members to discuss sensitive issues, such as issues of conflict within Unitarian Universalism, our Fellowship, or society at large, in a safe and respectful way. Suggestions for topics should be solicited from our members. Ways to do this include:

* a facilitated Conversation Cafe model with small groups of no more than 6 members, not including the facilitators
* periodic workshops as needed that will include an initial presentation on a particular difficult topic and that will model respectful listening, meaningful discussion, and a free exchange of ideas
* facilitated congregation-wide meetings once or twice a year on issues of particular importance to the congregation that allow for members to be heard.

2. **We recommend that the Fellowship carry out a diversity, equity and inclusion training for all members of the Fellowship.**

3. We recommend a sermon, perhaps by Joseph Bednarik, on inviting our members toward cooperation for the well being of our Fellowship by embracing curiosity, flexibility and humility during these times of conflict.

***The above recommendations are supported by the full Task Force. The following recommendations are supported by 5 members of the taskforce. Please see the subsequent comments for an understanding of our concerns and reservations.***

*B. Creating Ways for our Members to Express Diverse Views on Sensitive Issues*

 i. We recommend that the Fellowship create and maintain a way for a written exchange of views in addition to those ways noted in A.1. above.

 One example of how we might do this is a ‘member forum’ on the Fellowship website on which members may post their own thoughts and opinions in written form without regard to length or subject matter, but broken out by topic, and subject to the following conditions:

 - no hate speech will be tolerated, **Who will monitor and stop that speech?**

 - written posts should be considered as much under our principles, our mission, and our covenants as oral exchanges, and

 - an introductory statement should note that the views expressed are the personal views of those members that are posting.

A link to the forum might be placed on the QUUF website and in the weekly update for direct access.

 ii. Concerns about the content of any blog posts, member forum submissions, book groups, classes, newsletters, committee or team presentations or discussions, and any other programs offered as part of QUUF, should be directed to an appropriate body within the Fellowship designated to receive such concerns. We believe it is important to consider the power dynamic involved with such a body so that individual members and staff feel comfortable going to this body with their concerns, the body feels empowered to handle the situation, and the members or groups presenting the material do not feel shamed. Ideally, this body would work with the member, group or presenter of the program or offering and the complainant to try to mitigate and resolve significant concerns raised.

***Taskforce Member Comments:***

**Anne Weaver:**

My perspective is that of a retired therapist where much of my work revolved around human interactions and communication gone awry. I have significant concerns regarding a written blog/forum and do not support that format for QUUF.

I assumed - and have from day one - whatever recommendation the task force created would include a written blog: open-ended, no edits, no holds barred. An open blog/forum is in many ways similar to reading NextDoor which often collapses into demeaning, derisive, negative, snarky, and plain mean interactions. Yes, there are some posts that are helpful; some informative; some laden with misinformation. Perhaps our Principles and Covenant of Right Relations will prevail and my doubts will be quashed.

* A written format requires an individual to be comfortable writing, not everyone is, so we are limiting participation in the exchange of ideas to people comfortable both with writing and potentially being critiqued.
* There is the question of who “reviews” before publication
	+ who selects the reviewers (are they reflective of our diverse community and not merely individuals from an informal power contingent in the Fellowship);
	+ what happens if the reviewers reject a submission?
	+ what happens if there is no review? If there are personal attacks, or hate speech, demeaning content, will those be left online?
* will the posts be private on the website (members and friends only access) or will the larger community of people visiting the QUUF website have access? If we have to accept a written blog (I continue to believe it is not the best format for an exchange of ideas) I support having access be limited to the Fellowship members and friends.
* would community members (those outside of membership or friend status) have access to posting; such as some of the class presenters who are not members; or individuals from other congregations?
* will the responses to posts be monitored? (the same pre-publication reviewers?)
	+ will Right Relations or the new “Liesl” group intervene when misinformation is posted or when miscommunication, misinterpretation, or misunderstanding occur?
	+ If there is a a brewing conflict on line in the forum, how is that handled? Who handles it?
* how do we measure the impact (positive, neutral, negative) of a blog/forum?
* Finally, in regards to the possibility of “unforeseen consequences”; I suspect we already have an idea regarding the consequences and the impact of misunderstanding and misinterpretation within our Fellowship; I don’t believe the consequences are “unforeseen”.

The nuances of communication are complicated, culturally based, and easily misinterpreted; a written format loses the nonverbal components of communication. Writing a response to a blog, asking a clarifying question, getting a response, asking another question or sharing information, and on and on might take weeks of waiting for clarity - and increase the potential for miscommunication/misunderstanding.

**Doug Rodgers:**

Much of our discussion has been focused on the negative aspects of free
speech and the possible harm that it can cause.  In our current
political climate that is not surprising.  However, it is important to
remember two important benefits.  First, if my free speech can be denied
today, then yours can be denied tomorrow. Second, sometimes, maybe just
sometimes, that off-the-wall, crazy-sounding guy may prove to be right.
There are examples in every field, from John the Baptist to Charles Darwin.

Patience and tolerance will go a long way toward helping our community
live long and prosper.

**Joseph Bednarik:**

In the words of the great American poet Theodore Roethke, "What we
need is more people who specialize in the impossible." I so look
forward to meeting our charged moments with love that brings pencil to
paper, with love that inspires human speech, with love that catalyzes
vigorous debate, with love that calls us to fireside dancing, and with
love that sees the other as a complicated human being with layers upon
layers of stories. And that everyone who is helping build and sustain
this beloved community practices the grace required to listen close...
and then reaches for a little more grace to listen a little bit closer.

**Kathleen Croston:**

I fully support Nils Pedersen’s comments (see below) in regard to 3B.

**Kathy Stevenson:**

I am hesitant to support the written posting because I believe that face to face interaction is necessary when working through conflict. Written blogs and emails are vulnerable to misunderstandings and are not conducive to deep listening. We need practice at this, to develop the skills. I want to emphasize the 2nd paragraph of this document. “It is our commitment to encourage our Fellowship to view these somewhat conflictual times as an opportunity to first, refocus on our mission and principles, and second, to use curiosity, flexibility and humility when addressing these issues and one another.” I have gained understanding and humility while serving on this Task Force.

**Nils Pedersen:**

I support the written exchange or posting option because without it I feel that we would have failed in our basic task. The recommendations we set forth in 3A are in my view more about necessary trust building between members of our community. The conversation cafes and periodic workshops allow for some exchange of ideas, but they are (1) in relatively small groups, (2) the topics and questions chosen to be addressed are likely outside the control of the participants, (3) time for comment is limited and (4) these formats do not work well for some members to express their views. Congregation wide meetings are the most likely to be useful to get a point across to a good portion of the membership, but (1) they will be rare, (2) the topic is outside of the control of the participants and (3) the amount of time for any one member to comment is likely short.

A forum for written exchange is the only way that I see ensures that a member could comment on an issue of importance to them that (1) allows them to choose the topic, (2) allows them to explain their position fully, and (3) has the potential to reach the whole fellowship. Further, there are some of us, and I include myself in this group, that do not explain themselves well orally; I saw this in our conversation cafes, where people I knew that had clear views on a particular point struggled to express it. Some form of review before posting should be able to safeguard against hate speech and stepping outside of our principles and covenant.

I agree that when working out personal conflict, a face-to-face exchange is preferred. However, when discussing ideas, especially a conflict of ideas, a written exchange is necessary. It is difficult to fully discuss the background, history, effect etc. of a concept without fully laying it out, and it is rare that a face-to-face exchange allows for this to take place. Thus a full understanding is not reached.

The UUA notes on their website that “[w]e recommend that all congregations adhere to a standard of free expression without censure. If most congregants-or even individual members-disagree with something that is said, they should also have the right of dissent.” (<https://www.uua.org/leadership/learning-center/governance/polity/47009.shtml>) If we believe as UU’s that we should be able to exchange diverse views, and that we have a right to dissent and a right to express that dissent, then I see some written exchange forum as necessary.

**Conclusion:**

We understand there is a Healthy Community Team forming that will work with the Right Relations Covenant Team to set our recommendations into action and consider further decisions about discussing controversial topics. We also understand there may be a place for the Program Council to be involved in the structure.

We believe we have fulfilled our charge and hereby discontinue this Task Force. Nonetheless, any remaining questions may be directed to Nils as chair or to individual members for their respective views.

Respectfully Submitted November 2021 by Task Force Members

Anne Weaver

Doug Rodgers

Joseph Bednarik

Kathleen Croston

Kathy Stevenson

Onnolee Stevens

Nils Pedersen, Chair

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**Attachment E**

**Draft of Initial Board Policies**

**Establishing Board Policies**

All proposed board policies are to be published in draft form for a period of 30 days to allow for member comment. The Board may take action at a subsequent Board meeting to modify, adopt or reject the proposed policy provided that any such modification does not substantially alter the original proposed policy.

**Board Meeting Notifications**

Regular and special board meetings will be announced at least 48 hours in advance on the QUUF website calendar or the Board web page. Draft agenda items will be posted in advance of any board meeting.

**Executive Sessions**

The Board may conduct executive sessions at times the board deems appropriate provided that any executive session is announced in advance with an approximate duration. All executive sessions are conducted within a board business meeting and any board actions ~~not related to personnel, legal or other confidential matters~~ will be voted on ~~outside of the executive~~ during the regular business session.

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**ATTACHMENT F**

Report to the Board AD HOC Committee

November 12, 2021 Healthy Community Team

Co-Chairs: Liesl Slabaugh & David Rymph

Board Liaison: Sherry Modrow

Meetings

* The ad hoc committee has met 3 times
* 2 more meetings are scheduled: Nov 16 and Dec 7

Decisions and Discussion

* The ad hoc committee will strive for consensus when making decisions and use a vote if consensus cannot be achieved, with majority rules.
* The ad hoc committee is considering carefully the relationship between the Healthy Community Team (HCT) and the Right Relations Covenant Team (RRCT). One possibility is for the RRCT to remain a ministerial team and the HCT be a separate congregational team. In this model, the two teams would operate separately with the HCT clearly designated for high level conflict and the RRCT clearly designated for one-on-one interpersonal conflicts. Another possibility is for the HCT to be an umbrella that takes in all kinds of conflicts and can direct interpersonal conflicts to the RRCT team. The RRCT team is willing to be reconstituted and wants what will help create the best model for healthy conflict management going forward.
* Name: the group considered a variety of names and did not come up with a choice we were completely happy with. For the time being, we are sticking with “Healthy Community Team.”
* Who does HCT reports to: the HCT will be a congregational group that reports directly to the congregation, independent of the minister and board
* Selecting members:
	+ The first members will be selected by the ad hoc committee (and recommended to the board for approval as per the current by-laws)
		- Members should be committed to the congregation, be respected and respectful, neutral, systems thinkers, have experience managing high-level conflict, be skilled at conflict resolution, good listeners, and patient, and be actively bringing energy to development and wellbeing of the congregation.
	+ Selection of members subsequent to the first group is yet to be determined.

Questions yet to be answered

* Selection of members subsequent to the first group (elected? And if so, who recommends the slate?)
* Terms
* The Chair, how chosen
* Accountability and measuring our impact
	+ Metrics
	+ Measurement tools (survey?)
* Do we recommend 1st projects for the HCT?

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**Attachment G**

**Widening the Circle Board Task Force Report**

Widening the Circle Board Task Force will have their initial meeting Nov 19th 1:00.

Participants are: Diane Haas, Kathy Stevenson, John Collins, Mary Tucker, Shawn Risley, Kathleen Holt, Julia Cochrane

We will use the Charter Starter as a jumping off point.

We will have a report for the December 15th Board meeting.

Submitted by Kathy Stevenson

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Attachment H

**QUUF Music Coordinator Position**

**November 15, 2021 -- Kate Lore**

**Proposal:** In light of the fact that Sheila Harwood is consistently working more hours each week that what we had budgeted, I propose that the QUUF Personnel Committee increase the weekly hours of the Music Coordinator’s position from 10 hours a week to 20 hours a week, thus making it a 0.50 FTE position as of December 1, 2021.

**Rational:** This Music Program staff position was considered a 0.50 position for many years. In 2018, it was increased to 1.0 FTE. When the Covid Pandemic hit in 2020, and the paid position was eliminated entirely. For one calendar year, member Katy Taylor served as the volunteer Music Coordinator for 20 -30 hours each week, helping us transition to on-line services. She then resigned from the Music Planning Team altogether in June of 2021 due to burn-out. We will always be indebted to Katy for the way she held our music program together during a time of great transition.

In July of 2021, we hired Sheila Harwood to replace Katy Taylor with the hopes that the basic duties could be done within 10 hours per week. We realize now we were being overly optimistic. Sheila has had to work 20 hours a week—just to cover the basics. At times, she has worked 25 hours a week. I cannot in good conscience, ask her to work these additional hours without pay.

**Tasks the 0.50 FTE position include:**

* Chairing the Music Planning Team
	+ Gathering agenda items.
	+ Sending reminders and follow-ups.
	+ Ensuring minutes are taken
* Working with the Music Planning Team and Ministers to plan the music for all QUUF services.
	+ Honoring and preserving our diversity of musical offerings.
	+ Taking on the planning of as many services as needed so that other Music Planners only need to plan 1 service/month.
* Minding the Budget
	+ Tracking the Music Program expenses.
	+ Submitting checks for musician payment 1/month.
* Coordinating with the video production team to make sure the music is recorded in a timely, professional fashion.
* Scouting for new volunteer and paid musicians.
* Paying attention to Music Planning documents and whether they are being updated accordingly.
* Assisting other team members with skill-building, advice, and suggestions as needed.



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