



January 9, 2017 - Board Meeting Minutes  
First Universalist Church  
97 Main Street  
Yarmouth, Maine 04096

**MEMBERS PRESENT:** Marge Titcomb, President; Joan Guild, Vice President; Joanna Landsman, Clerk; Rebecca Rundquist; Charlie Horstmann; Lily O'Brien; Jane Cleaves, Nancy Dix

**MINISTER:** Rev. Jennifer Emrich

**MEMBERS ABSENT:** N/A

**GUESTS:** N/A

**LIGHT THE CHALICE, OPEN THE MEETING:** The chalice was lit and the meeting opened at 7:10 PM

**QUORUM:** A quorum was established as 8 members were present; 6 are required.

**MINUTES of the 12.12.16 Board Meeting:** Charlie motioned to approve the minutes, Jane seconded and the motion carried unanimously.

**HOT TOPIC:** In depth discussion around Member Services, focused on Board opportunities to embrace the activities of this committee. Items reviewed included newcomer dinners, newcomer buddies, branding/vetting protocol, music series update, need to review rental agreement, nametags (including board agreement to use new logo on any new tags being proposed), and discussion of community-facing items (e.g. flags etc.)

**OVERVIEW OF REPORTS:**

- Programs – Rev. Jennifer – discussion on Mission and Covenant process and workshops. Rebecca volunteered to work with Rev. Jennifer and Gwen on how to engage the congregation.
- President – Report distributed prior to meeting. Mid-Year meeting format and content: general topics suggested during the meeting, with a general outline distributed by email to the board after the meeting, for comment.
- Personnel and Nominating – N/A
- Buildings & Grounds – No report. Marge outlined the potential structure of a re-vamped B&G Committee and charged the board with soliciting nominees. She will also reach out to one congregant who was identified as being a good fit for the chair position.
- Stewardship – Report distributed prior to meeting. Annual Campaign to be launched at mid-year meeting.
- Member Services – Report distributed prior to meeting. Nancy agreed that Member Services would also coordinate with Gwen on creating a church Clynk! program and engaging the Junior Youth.

**POSTPONED UNTIL FEB BOARD MEETING:**

- Tragedy Response Plan – Rev. Jennifer
- Grant Opportunities - Rebecca
- Church Office Online and Directory - Joanna

**VOTES:** N/A

The meeting was adjourned at 9:10 PM

Respectfully submitted,  
Joanna Landsman