



November 14, 2016 - Board Meeting Minutes
First Universalist Church
97 Main Street
Yarmouth, Maine 04096

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

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 7:07 PM

QUORUM: A quorum was established as 7 members were present; 6 are required.

MINUTES of the 10.11.16 Board Meeting: Charlie motioned to approve the minutes, Marge seconded and the motion carried unanimously.

OVERVIEW OF REPORTS:

- Programs – Rev. Jennifer provided by email, reviewed during meeting; no action required
- President – Reviewed Financial Reports and status of Raffle. The Board also agreed to proceed with the Giving Tree idea.
- Personnel – Hiring/Onboarding procedures are being documented by Personnel Committee; Nominating Committee in process of identifying possible new board members to fill 1 or 2 vacancies.
- Buildings & Grounds – Report reviewed; no action required
- Stewardship – Report reviewed, no action required
- Member Services – Reviewed Member Services goals and discussed making the church open to use for services, vigils, spiritual community, safe space during times of crisis (e.g. election, tragedies, etc.)

OTHER:

- **Strategic Plan:** Continued discussion around the process for creating our 5-year Strategic Plan.
- **Mid-Year Meeting date:** January 29
- **Annual Meeting date:** May 21

VOTES:

- Approval to draw regular quarterly payments of 5% of quarterly earnings from the B&G Endowment Fund: Nancy motioned, Charlie seconded, and the motion carried unanimously.
- Approval that the supply of gifts to recognize significant life events is restricted to members: Joanna motioned, Charlie seconded, and the motion carried unanimously.

The meeting was adjourned at 9:02 PM

Respectfully submitted,
Joanna Landsman