

Friday, August 27th, 2021
9:00 a.m. – 4:00 p.m.

INUUC Governing Circle (Board) Retreat 2021

Retreat Meeting Minutes

Present: Linda Moulder, Elizabeth Love Sheehan, Libby Fitzgerald, Sara Bauer, Claire Cerling-Matlen, and Jane Harper

Absent: Rick Eichstaedt

Guest(s): Erin Fitzgerald – Retreat Facilitator

Agenda and expectations were reviewed and consented to, by all those in attendance.

The Governing Circle was asked to reflect on the following questions:

1. What drew you to volunteering for the Governing Circle?
2. What skill sets/knowledge do you bring to the Governing Circle?
3. What do you hope to learn during your time on the Governing Circle?

The proposal of the Finance Circle to open a bank account at Umpqua bank was reviewed and discussed. The Governing Circle decided to ask the Finance Circle to investigate banking with a local credit union (STCU or Numerica). Linda will relay this charge to the Finance Circle. Libby will connect the Finance Circle with her contacts at Numerica.

The Governing Circle selected the regular Governing Circle meeting time as the second Thursday of each month at 6:00 p.m. Our next meeting will be Thursday, September 30th at 6:00 p.m. and then every second Thursday beginning Thursday, October 14th at 6:00 p.m. Governing Circle meetings will be held at Rockwood Retirement South Hill in one of the community meeting spaces. Linda will secure a meeting room for the Governing Circle meetings for the rest of the church year.

Linda presented the hymnal that was gifted to the INUUC Governing Circle by the UUA Governing Circle. This hymnal will be signed and dated by Linda and all future INUUC Governing Circle presidents. The Governing Circle president will maintain possession of and responsibility of this hymnal for their tenure.

Governing Circle Vision

Joyful, dynamic, trusted, transparent, humble/non-judgmental, long-range (in terms of thinking), shared leadership and work, and flexible/fluid

The Governing Circle is a body that supports the celebration of the congregation – joyful.

We support growth, are radically inclusive and reflect the congregation.

The Governing Circle will work transparently, with the community's trust.

The Governing Circle will be dynamic, open-minded, and willing to shift when things don't work.

Governing Circle Mission

To partner with the congregation to accomplish their goals and mission.
To model the tenants of dynamic governance.
To take in the support and guidance of the UUA and the larger community in which we sit.

Governing Circle Covenant

In addition to upholding the INUUC covenant, INUUC Governing Circle members will:

We will prepare for each gathering and participate fully each time.
We will communicate supportively and share the work.
We will honor both intention and impact.
We will recognize (and act) when the process needs to be paused, altered, or abandoned.
We will consider those not represented in the room in all our decisions.
We will challenge our personal and group assumptions.
We will honor all learning styles.
We will take the time necessary to consider our options and make decisions together.
We will name our expectations and be open to all potential outcomes.
We will leave room for new and emerging leaders.

Coordinating Circle Discussion and Outcome

The makeup and responsibilities of the Coordinating Circle was discussed. The Governing Circle decided on the named Coordinating Circle for the heretofore named Circle of Circles.

The standing makeup of the Coordinating Circle will be as follows:

There will be one delegate from each of the following program circles:

Soul Weavers
Membership
Family Ministry
Pastoral Care
Social Justice
Communications
Denominational Affairs
Healthy Community
Social Justice

A monthly report will be supplied to the Coordinating Circle from the following administrative circles:

Finance
Personnel

Leadership Development

The leadership position of the Coordinating Circles are Leader, Facilitator, and Secretary. Sara, in her position of the Governing Circle representative an originator of the Coordinating Circle, will determine, with Governing Circle consent those leadership positions. The Governing Circle will continue to appoint the leadership positions of the Coordinating Circle going forward.

The Mission of the Coordinating Circle is to carry out the mission of the church.

The responsibilities of the Coordinating Circle, given to them by the Governing Circle, are to:

1. Report monthly, in its capacity as an administrative circle, to the Governing Circle on writing and/or person.
2. Participate in the annual planning session with the Governing Circle every February.
3. Translate the annual vision/goals for the congregation into goals and objectives and to, in partnership with the congregation circles, put these goals and objectives into action.
 - a. These goals and vision, given to the Coordinating Circle by the Governing Circle, will be the outcome of the annual planning session each year.
4. Manage the church calendar of events.

The Coordinating Circle will initially meet once monthly at a time to be determined.

The primary purpose of the Coordinating Circle is to fulfill its mission stated above and to function as a communication conduit and a problem-solving body.

The Governing Circle read, reviewed, and discussed the handouts, Dynamic Governance for UU Congregations from Renee Ruchotzke and Dan Hotchkiss's Governance and Ministry Model.

Goals/Aims

1. Implement Dynamic Governance – June 2022 Sara
 - a. Hire Rene R and have 30 congregational members trained – ASAP Erin
 - b. Finalize bylaws – April 2022 Rick
2. Develop strategic plan – Draft by February 2022 Libby
 - a. Appoint ad-hoc circle for this purpose
3. Have first Annual Planning Session – February 2022 Libby
 - a. Will be held every year in partnership with Coordinating Circle
4. Have quarterly town halls with the congregation at large – First to be held September 19th, 2021 ELS
5. Complete Governing Circle policies – December 2021 Linda
6. Have first Coordinating Circle meeting – October 2021 Sara
 - a. Appoint leadership positions ASAP Sara
 - b. Have all circles submit mission, vision, and domain – December 2021 Claire
7. Populate Governing Circle webpage – September 2021 Linda
8. Begin/upload church logbook to website (contains all circle minutes) – October 2021 Libby
9. Convene following ad-hoc circles
 - a. Chalice Lighters over fund spending plan and tech team assessment of needs – ASAP ELS and Linda

- b. Church mission and vision – December 2021 Jane and Claire
- 10. Make a growth plan – January 2022 ELS
- 11. Make an advertisement plan – January 2022 Jane
- 12. Hold leadership party – December 2021 Jane

Not discussed at the retreat/needs follow up:

Calendar of Events