



## TIMC Board of Directors Meeting | April 14, 2019 | 6pm – 8pm

Eno River Unitarian Universalist Fellowship |  
4907 Garrett Rd, | Durham, NC 2770

Attendees: Scott Bryce, Emily Burke, Cathy Cole, Mike Hall, Cynthia Hughey,  
Leah Rutchick, Sarah Tillis, Ron Vereen  
Absent: Phyllis Hicks  
Guests: None

The meeting was closed. The Chair called the meeting to order. There was a 15 minute meditation.

### 1. Review of March 24, 2019 BoD meeting minutes

- The draft minutes of the previous Board meeting were reviewed. Several changes were proposed and discussed. A motion was made to accept the draft minutes contingent on the agreed upon changes being made.

**The Board voted to accept the draft minutes of the March meeting with the agreed changes.**

### 2. Discussion to reflect on the conduct of the prior meeting and interim period

- The Board acknowledged that communication via email in the run-up to this meeting was a struggle. Emily suggested use of new mechanism for sharing email, e.g., Slack, which makes it easier to keep topics separate and organized. Decision was made to table communication improvements until later. A working group may be considered to evaluate options.
- Guests to the March 24 meeting remained at the meeting after discussing their specific business and ended up participating in Board discussion on various matters. This was described as a deviation from standard norms for Boards and should be addressed when the organizational norms related to the Board are developed.
- Two Board members expressed concern about the process by which the current April 14 Board meeting was convened. It seemed to unfold in a way at odds with commitments to address concerns of the Sangha for inclusion and transparency. Additionally, the rationale and process for deciding that this would be a closed meeting did not appear to comply with our bylaws.

### 3. Next steps for development of organizational norms

- There is lack of clarity about the vocabulary related to organizational norms. There is not a common understanding of the various terms and definitions.
- Our evolution as a group is clear at a system's level perspective but at an immediate level, it may appear as conflict.
- There was agreement that the consultant should be hired first for the purpose of assisting with the establishment of organizational norms and procedures.



- Ron summarized the work of the previous consultant, Katherine Turner. She had emphasized the need for getting operating norms done first.
  - It was mentioned that Ruth King also emphasized getting operational norms in place first. Norms should be considered a behavior contract.
4. New workshop proposed
- Jeanne van Gemert and two colleagues propose to hold a day-long retreat on *Aging, Illness, and Death* for ~ 60 people at the Duke Episcopal Center on Saturday, July 13. Dana will be accepted for the three teachers and for rent of \$240. If less than \$240 is received toward the rent, TIMC will pay the difference, and all dana will all go to the teachers.

**Board voted to approve TIMC support for the workshop, including financial if needed, and to set up a working group to assist with planning.**

5. Discussion of transition to new phase of the Board
- There was uncertainty about whether the norms and practices of the Legacy Board would also apply to the new, expanded Board. Legacy Board members explained some of the practices of the former board. Lack of orientation for new Board members was acknowledged to have been an oversight. The discussion highlighted the importance of addressing operational norms soon.
6. Decision on process for defining operating norms and expanding by-laws.
- Developing group agreements that work for the TIMC Board is essential. Katherine Turner's set was reviewed to provide clarity on what constitutes "group agreements". Other examples include the KM guidelines and Montessori School guidelines.
  - The Board agreed that it is important to hire a consultant as soon as possible to facilitate a discussion by the Board toward the goal of developing operating norms and procedures.
  - Ron made a motion to hire Katherine Turner. The motion was seconded.
    - TIMC knows her well. She has agreed to continue to work with TIMC. Approximate proposed cost is \$1,800 for preparation, communications, meeting facilitation for 4 hours, and two rounds of follow-up email communications with the Board.
      - The facilitated meeting with Board would be closed.

**Board voted to approve hiring Katherine Turner to work with the Board on development of operating norms and structures, included expanded bylaws in a closed process for \$1,800.**

7. Discussion on Schedule of Regular Board Meetings.
- Decision was made to postpone setting a regular Board meeting schedule until after the Board hears about the proposed work with Katherine Turner. A Doodle poll will be sent out by Mike to identify dates.



8. Discussion on formation of an *Ad Hoc* committees to handle administrative tasks
  - There is a working group in place to help with the *Aging, Illness, Death* day-long retreat. This is permitted under current by-laws; therefore, no motion is required. The Sangha will be informed.
  - A separate working group of board members will be needed to work directly with Katherine Turner. Some members volunteered to be part of an ad hoc group if one is formed.
  - No other groups are envisioned at this time.

**The meeting was adjourned.**