

UNITARIAN UNIVERSALIST CHURCH OF SARASOTA

BOARD OF TRUSTEES

Meeting Minutes November 20, 2018

Attending: Ward Pallotta, Dale Anderson, Ava Whaley, Sharron Howard, Ed Loomis, Bill Payton, Anne McFarlane, Bob Kester, Mary Lou Keller

Staff: Roberta Druif, Catherine Bonner

Excused: Roger Fritts, Claudia Holtzclaw

1. Welcome & Check In: Ward opened the meeting at 7pm. Members shared life events. Ward read from a handout by Stephen Harlin, speaker at the last Forum. He listed ten ways to reduce politically caused stress and anxiety, including minimizing time spent on social media, recognizing the bias of the media we watch and surrounding ourselves with close friends and family. Ward thanked Bill Payton for his various roles at the church over the past six years particularly his role as Board member, Treasurer and Finance Committee Chair. Bill will be leaving for London and wants to rejoin the Finance Committee upon his return.

2. Review/Approval of Minutes: The minutes of October 16, 2018 were approved as submitted.

Administrative Reports

3. Finance: Roberta, representing Roger, talked about the removal of past minister's photos from the front office. They will be installed on the walls of the library where they will be well-placed among our rich UU history and books about many subjects, including Unitarian Universalism.

4. Treasurer's Report: Bill, on behalf of the Finance Committee, recommended that UUCS renew our contract with the Sarasota Housing Authority for \$200 a month to subsidize the shelter of a previously homeless family for one year. **The motion was approved unanimously. A second motion to formally restructure the Finance Committee was made and approved.** (see below)

Bill announced that \$1400 was raised at the partnership church dinner. 45 people attended and a good time was had by all.

5. R.E. Report: Catherine asked for and received feedback on her RE Report. Most liked the detail provided.

Old Business

6. Ministerial Search: Dale updated the Board on the ministerial search. Roger tweaked the job description to make it more attractive and it is now on the UUA online job board. Roberta clarified that we do have the funds to support a half-time minister for three months- during peak season. A prospective candidate has visited the church and met with Dale. Roger stressed our humanist focus.

7. Volunteer Recognition Program: Ava presented ideas for an annual program to honor volunteers. She requested that April 14, 2019 be designated Volunteer Recognition Sunday with sermon and music honoring selflessness and Roger conveying how important volunteers are to the workings of the church. 20+, 15, 10 and 5 year volunteers will self-identify and be asked to stand and be recognized. After the service, qualifying people would pick up different colored ribbons that affix to their name tags. Ribbons would designate the person as "20+ year volunteer, 15 year volunteer etc. A cake would be ordered: We Love our Volunteers! The Board liked this program. Ava asked that anyone with additional thoughts (selecting a person or couple as Volunteer of the year) contact her. Adding this element to the program can be done at a later date.

8. Auction and Stewardship status: Ward will act as Stewardship Chair until such time as someone agrees to do it. Karen Bush has agreed to Chair the Serendipity Auction. A planning meeting was held in her home on November 15 and a theme has been selected. The Auction kick off will take place on January 6, with the auction itself on January 27.

9. Black Lives Matter (BLM)/UUA: Roger and Ward, after speaking with the UUA President and learning how BLUU is organizing financially, are much more comfortable asking members to contribute \$10 each to this endeavor. A request to the Finance Committee to supplement what is collected and our \$7000 commitment can be made. The collection will be done in the Spring when we have maximum attendance.

10. Policy Manual Update: Dale presented ten proposed changes to the Board and Committees. They involve clarifying the role of the Executive Committee, distinguishing between committees, coordinators and groups, and defining what it means to be a member of a committee. (see below) Next month, Dale will send out original and new verbiage for the Board to compare and approve.

New Business

11. A motion was made and approved to appoint Dick Happy to the Board and the Executive Committee as Treasurer, effective December 1, to fill Bill Payton's position which ends March 31, 2019.

12. Logo Usage: In an effort to formalize the use of our logo, Ward will pursue usage "rights" from its originator. He will report on his findings at the next Board meeting.

13. Mission Statement: Mary Lou will invite interested parties to meetings on January 13 and 20 to give their input on a mission statement. She will present that statement at the February meeting.

14. Church Security: Dale raised the question of having a police presence at every church service, given recent shootings at churches and synagogues. Roberta estimated the cost to be \$180 for a two-service Sunday for a police officer. This idea will be explored more fully by Roberta and her security committee. She will report in December.

The meeting was adjourned at 9.10 pm.

The next Board Meeting will be held December 18, 2018 and will include a holiday celebration.

Respectfully submitted,

Ava R Whaley

To: UUCS Board of Directors

Re: Membership and Size of Finance Committee

Date: November 15, 2018

The Finance Committee recommends the following changes be adopted going forward and incorporated in the updated UUCS Policy Manual.

1. Affirm the Board Treasurer is Chair of the Committee.
2. Fix the number of voting members at no less than seven (7) and no more than nine (9).
3. Affirm that at least one voting member (besides the Treasurer) is a Board Member.
4. Affirm that President, Minister and Director of Finance are ex-officio (but non-voting) members
5. Affirm that appointment to the Committee will be on the recommendations of the Finance Chair to the Board for their affirmation.
6. Affirm that new Finance Committee membership will be selected and reported to the Board in April of each year.

Proposed Changes to Policy Manual for Executive Committee and Board Committees

- Adds an additional role for the Executive Committee.
- Differentiates a “Committee” from a “Coordinator” or a “Group”
- Defines how and when (April) Committee Chairs, Vice Chairs, and members are selected each year.
- Defines how Coordinators are appointed each year (annually by President in consultation with management team)
- Clarifies that each Committee will have a Chair and Vice-chair designated (not “Co-chairs”).
- Clarifies specific size, leadership and voting requirements of Board Committees
- Clarifies size, leadership and voting requirement of non-Board Committees.
- Expands voting eligibility for non-Board Committees to include “Friends”.
- Expands categories of Committees and Coordinators from 3 to 6.
- Assigns Committees and Coordinators to one of six categories – populates single page Committee/ Coordinator table.

