

UUCOV Board of Trustees

Minutes of July 15, 2021 Meeting

Call to Order

- President Pamela Palmer called our meeting to order via zoom at 9:35 a.m.
- Opening Words were offered by Reverend Khleber
- Check In
- Members present: Pamela Palmer, Jack Head, Dave Lyon, Ken Boysworth, Steve Leapley, Serena Cannarelli, and Claire Harrison. Also present, Reverend Khleber Van Zandt. Linda Underwood joined the first part of the meeting.
- Thank you notes – none noted at this time.

Approval of Minutes

- No regular meeting of the Board of Trustees was held in June. The full Board and Reverend Van Zandt met in Executive session on June 10, 2021 regarding staffing for music component of our services.

Response to Reports & Correspondence

- President's Report – Agenda acts as report
- Vice-President's Report – Jack Head referenced minutes of the July 6th Coordinating Council meeting. Pam spoke of having encouraged the Coordinating Council to focus on looking forward to what we want to do versus merely reporting on recent accomplishments. Dave suggested including a discussion at our September meeting of current committee structure.
- Treasurer's Report – Dave Lyon submitted via email the Treasurer's and Bookkeeping report for June via email on July 12th. Noted that our year-to-date pledge receipts are about 10% below last year's.
- Minister's Report – Reverend Khleber distributed his monthly report via email on July 14th. He added that this Sunday will be Marcie Leonard's last one as our Music Director and will make mention of that fact at services on Sunday.

Ongoing Business

- ByLaws and Fundraising Policy - Linda Underwood spoke of our not currently having a policy regarding fundraising. Prior to an amendment made to our ByLaws, there was something included in them relating to fundraising. Linda spoke of the work she had been doing for the past several years related to reviewing our current ByLaws but stated that progress has been slow. Linda volunteered to work with the Finance Committee on drafting a fundraising policy. The Board expressed their appreciation to Linda for her work on both these issues.
- Current Project - Donations raised for the AV project were very successful. Discussion of what to do with surplus. It was agreed sanctuary would benefit in having improvements made in several areas which have been discussed previously and which have not been addressed. Serena asked for clarification of the role/responsibilities of the Campus Team to better understand discussion related to need for separate team(s) to look at the issues. Dave recommended reconvening last year's task force that had been looking at these issues. Ken recommended breaking down the work in three parts and having different people focus on each of them including window treatments, kitchen, and outdoor area. Pam expressed concern of three committees each competing for available funds. Following discussion, Serena Cannarelli made a motion, seconded by Steve Leapley, to set up a task force to explore options and make recommendations in the above three areas. Motion passed unanimously.

Recommended task force members to include: Dave Williams, Pat Wellington, Linda Underwood, Janet Knudsen, Ruth Boysworth, Steve Leapley, Pamela Palmer, and Kindra Muntz.

- Rental of Facility - Dave has received four requests to rent space at UUCOV. These include: Venice Historical Society, Venice Concerned Citizens for Historical Preservation (2 gatherings for forum type presentations), "Jazz with Morrie" concerts (a requirement would be they pay for an A/V person), and an individual from the neighborhood who wishes to offer a class in movement. There was discussion of issue of for profit versus non-profit rental of space. As the individual desiring to rent the space does not currently have any connection with UUCOV, it was agreed that Dave contact Marianne Lombard to ask if she knows of this individual and the class she propose offering. Claire also suggested the possibility of requesting a lower class fee be available to UUCOV members and friends.

Blue Lotus is currently utilizing the sanctuary on Saturday mornings for their meditation class. The space was offered to them at no cost in light of their building having been significantly damaged during recent storm. They are not utilizing the A/V system. Class is offered both in person as well as via zoom.

New Business

- Membership - It was agreed to ask the ByLaws Committee to look at membership categories as part of their current review.
- General Assembly – Reverend Khleber reported that he and Kathy Avery attended GA via zoom. There were no other participants from UUCOV.

Other Business

- Hire A/V Person – Jack sent out via email another congregation’s job description for this position. Agreement of all Board members of the need to create a part-time A/V position here at UUCOV. Challenge of having someone available for Sunday services as well as others both related to UUCOV as well as outside programs/events in offered in the sanctuary. Following discussion, Jack Head made the motion, seconded by Serena Cannarelli, that a part-time A/V position be created. Motion passed unanimously. Jack will take the lead in moving forward with next step being to ask the A/V team to review the job description and hours. Reverend Khleber further recommended sending Dick Smith’s email regarding training to the A/V team. Following review, Reverend Khleber will take both and incorporate into one document.
- Future Events - Discussion of scheduling a November 7 celebration of our reopening and updated sanctuary space. Board Retreat will be scheduled for November 4 from 9:30 a.m. to 1:00 p.m.

Next Meeting

- Next scheduled meeting will be held Thursday, September 16, 2021 at 9:30 a.m. Attendance live or via zoom.

Adjournment

- There being no further business, the meeting was adjourned at 11:15 a.m.

Respectfully submitted,

Claire Harrison, Secretary