

UUCOV Board of Trustees

Minutes of October 14, 2021 Meeting

Call to Order

- President Pamela Palmer called the meeting to order at 9:35 a.m.
- Opening Words were offered by Reverend Khleber
- Members present: Pamela Palmer, Dave Lyon, Steve Leapley, and Serena Cannarelli. Members present via zoom: Jack Head, Ken Boysworth, and Claire Harrison. Also present, Reverend Khleber Van Zandt.
- Reverend Beth Miller, Associate Minister of the Unitarian Universalist Church of Sarasota, who will be facilitating the Board retreat scheduled for November 4th joined us for the first half hour of our meeting. Retreat will be held on that date in the sanctuary from 9:30 a.m. to 1:00 p.m. Discussion focused on areas to be addressed and what we hoped to accomplish.
- Check In
- Thank you notes – none identified at this time

Approval of Minutes

- Minutes of September 16, 2021 Board of Trustees meeting approved as distributed via email

Response to Reports & Correspondence

- President's Report – Agenda acts as report
- Vice-President's Report – Jack Head distributed Minutes of October 5, 2021 Coordinating Council meeting via email
- Treasurer's Report – Dave Lyon submitted via email the Treasurer's monthly report for September and Bookkeeping monthly and year to date reports via email
- Minister's Report – Reverend Khleber distributed his monthly report via email

Ongoing Business

- October 2, 2021 Executive Committee Meeting – Reviewed information and decisions made at this meeting. Minutes, as forwarded via email, were approved.
- Interim Minister Search Committee – At the Executive Committee meeting held October 2, Jack Head was asked to serve as chair of this committee. He and Dave Lyon were further asked to select two members of the congregation to serve on this group. Janet Knudsen and Dave Williams were approached and have agreed. Motion was made by Steve Leapley and seconded by Serena Cannarelli that Janet Knudsen and Dave Williams along with Jack Head acting as Chair be ratified as members of the Committee. Motion passed unanimously.
Jack reported on a meeting of the committee held yesterday via zoom with Keith Kron, UUA Transitions Director. Jack submitted a written summary of that meeting to the Board via email. Currently there are 21 congregations looking for an interim minister. Reality is that we may not be able to secure an interim minister by the end of January and may need to contract with a minister short-term prior to securing interim. Next step identified is to fill out and submit necessary paperwork to UUA. Jack spoke of including something in November's Connection and also on our website regarding status/updates.
- Settled Minister Search - Serena forwarded to the Board web link for UUA Settlement Handbook. UUA Guidelines strongly urge congregations plan on having an interim minister for a period of two full years prior to next called minister starting. Claire spoke of UUA's book, "In the Interim – Strategies for Interim Ministers and Congregations" also being a worthwhile resource to help guide us during this period. Decision was made to purchase copies of the

publication for the Board. Dave Lyon made the motion seconded by Jack Head to follow the process recommended by UUA in selecting our next called minister. Motion carried with six voting in favor and one abstention vote.

Pam plans on holding first congregational meeting regarding settled minister search on January 12 with future meetings being announced at a later time.

Ministerial Search Committee for settled minister is recommended to include seven (7) members. "UUA Settlement Handbook – Transitions Office" (revised 6/2021) includes information relating to selection of members.

- Annual Meeting - UUCOV annual meeting will be scheduled for March 19, 2022. Agreed that as things currently stand regarding COVID, the meeting will be held in person with live streaming. Discussion of whether to utilize live versus electronic voting is a primary consideration and requires further deliberation prior to making a final determination. It was agreed to table decision and include item on our agenda for the December meeting.
- Nominating Committee - Nancy Janssen and Mark Murray were elected to serve on the Nominating Committee at last year's annual meeting. Proposed slate for members appointed by the Board include: Ken Boysworth, Dale Povenmire, and John Halvorsen. Following discussion, motion was made by Pam Palmer and seconded by Steve Leapley to approve proposed appointed members. Six yes and one no vote – motion passed.
- Special Renovation Project – Kitchen update was applauded and given that sufficient funds remain, it was agreed additional work of installation of new countertops should be undertaken. Issue has led to need for consideration of a policy relating to monetary gifts given for a designated purpose. Finance Committee has been asked to examine/recommend policy and procedures regarding designated gifts.
Ken referred to previous discussions relating to other renovations and improvements of the sanctuary and its exterior. Pam has spoken with Linda Underwood and upon her return they, along with Steve Leapley, will re-examine window treatment options. It was further mentioned that Bob Knudsen will look into shade covering for outside the sanctuary.
- Contract with Lise Frank – Feedback has been very positive regarding Lise Frank as pianist. Motion was made by Dave Lyon and seconded by Serena Cannarelli to authorize Dave Lyon to negotiate contract with Lise Frank to hire her as an employee of UUCOV for the position of pianist.
- COVID Update & Masking Requirements – Serena distributed via email and presented current information regarding COVID status in Sarasota County. She reported that numbers of active COVID cases as well as number testing positive are both decreasing. Following discussion, the motion was made by Serena Cannarelli and seconded by Pam Palmer that mask-wearing in the sanctuary and inside UUCOV buildings be considered optional for vaccinated attendees and that those who are unvaccinated be asked to wear masks while on campus. Motion passed unanimously. Announcement will be sent out to members and friends.
- Financial – Pledge Drive – Joel Morrison has agreed to lead next year's Pledge Drive.
- Financial – Transfer of Sabbatical Funds – Dave Lyon made the motion, seconded by Steve Leapley, to transfer sabbatical funds in this year's budget to general funds. Following discussion, the motion did not pass with two voting to transfer budgeted funds to general and five voting to retain the funds as budgeted in reserve for the current fiscal year.
- Financial – Lift Station Upgrade Cost Report – Issue tabled as there is currently not enough information available to discuss at this time.
- Financial – Advertising UUCOV – Item removed from agenda. This falls within the purview of the Communication Team as does signage. Questions, concerns, input to be directed to that Team's chair.

New Business

- Lynch Memorial Garden – Pam raised budget question regarding what funds can be used for relating to the garden’s upkeep as designated by the family when it was established. Stressed that it is important to insure any/all work meet intended purpose.
- Volunteer Coordinator – Pam reported that Frances Storey has volunteered to act as Coordinator.
- Social/Fundraising Activities – Social and Fundraising committees have merged. A book sale is scheduled for December 4th and 5th. Linda Underwood and Mo Morrison are taking the lead on the auction.

Next Meeting

- Board retreat is scheduled for November 4th at 9:30 a.m. in the sanctuary. Next scheduled meeting of the Board will be held Thursday, November 11, 2021 at 9:30 a.m. Attendance live or via zoom.

Adjournment

- There being no further business, the meeting was adjourned at 12:17 p.m.

Respectfully submitted,
Claire Harrison, Secretary