

## **UUCOV Board of Trustees**

### **Minutes of December 16, 2021 Meeting**

#### Call to Order

- President Pamela Palmer called the meeting to order at 9:30 a.m.
- Chalice Lighting & Opening Words were offered by Reverend Khleber
- Members present: Pamela Palmer, Jack Head, Dave Lyon, Ken Boysworth, Steve Leapley, Serena Cannarelli, and Claire Harrison. Also present, Reverend Khleber Van Zandt.
- Check In
- Thank you notes – none identified at this time

#### Approval of Minutes

- Minutes of November 11, 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 reported Coordinating Council met on December 7<sup>th</sup> and submitted minutes via email.
- Treasurer's Report – Dave Lyon submitted the Treasurer's monthly report for November and the Bookkeeping monthly and year to date reports via email. Ken asked status of pledges versus cash received year-to-date. Dave reported we are doing well and actual income from pledges may in fact exceed projected income. Dave further reported that last Sunday's designated donation was close to \$900.
- Minister's Report – Reverend Khleber distributed his monthly report via email.

#### Executive Session & Subsequent Votes

- There being no objections, the Board moved into Executive session at 9:50 a.m. to discuss personnel related issues. Board meeting resumed at 11:14 a.m. At that time, motion was made by Claire Harrison and seconded by Jack Head to rescind the vote taken at the Board of Trustees meeting held on November 11, 2021 to hire Kathy Avery for the position of Sunday Services Director. There being no further discussion, the motion passed with a vote of six (6) in favor and one (1) abstention.
- There being no objections, the Board then resumed Executive session at 11:21 a.m. to continue discussion related to personnel issues. Board meeting resumed at 11:45 a.m. At that time, motion was made by Ken Boysworth and seconded by Claire Harrison to approve Office Manager proposed job description and salary increase for Salli Clarke as recommended by the Finance Committee. Motion passed unanimously. Related to the proposed position of Worship Team Leader the following votes were taken. Dave Lyon made the motion seconded by Steve Leapley to approve the job description as presented for the position of Worship Team Leader. Four (4) votes in favor and three (3) abstentions. Motion passed. Dave Lyon then made the motion seconded by Claire Harrison to appoint Kathy Avery to assigned duties and responsibilities of the position of Worship Team Leader for 90 days for five hours a week at her current rate of pay. Six (6) votes in favor and one (1) abstention. Motion passed.

#### Other Business

- Committee on Ministry – It was agreed to table this item at this time. Serena encouraged members to read UUA article and information on forming a committee on ministry.

- New Blinds for Sanctuary – Steve reported that window treatment for sanctuary has been selected at a cost of approximately \$13,500.
- Resuming Mask Wearing - Serena reported on the current status of Covid in Sarasota County. Discussion of whether and to what extent we should resume mask wearing on campus followed. The motion was made by Dave Lyon and seconded by Claire Harrison to require all persons attending church services in the sanctuary to wear masks at this time. Motion passed unanimously.
- Reverend Khleber’s Launch Party – Claire reported that celebration will happen on January 24<sup>th</sup> at 2:30 p.m. at the Paradise Grill in Nokomis. Linda Underwood is working on this event and further information will soon be made available.
- Sunday Service Coverage & Housing – Jack reported that scheduling of ministers through August has been completed at which time we will hopefully have an Interim Minister. Jack also reported that Dave Williams has identified housing for guest ministers for the time they are here with us.
- Given the late hour and that the several remaining items on today’s agenda not being of an urgent nature, it was agreed to table remaining agenda items at this time. Meeting was adjourned at 12:11 p.m.

Next Meeting

- Next scheduled meeting of the Board will be held Thursday, January 13, 2022 at 9:30 a.m.

Respectfully submitted,  
Claire Harrison, Secretary