

UUCOV Board of Trustees

Minutes of September 14, 2023 Meeting

Members present: Jack Head, Steve Leapley, Bill Reynolds, Barbara Buehring, Pat Wellington (zoom), Jean Sibbers (zoom), Tom Hartley  
Rev. Amy Petrie Shaw was present

Guests present John Spitzer (zoom)

Rev. Amy was process observer.

Rev Amy lit the chalice and said opening words.

**Committees Reporting Directly to the Board**

By-Laws: no report

Chief of Staff: no report

Denominational Affairs: no report

Transition Team: no report

Personnel: no report

Health and Wellness: no report

Minister Search: no report

Strategic Planning:

Stewardship: no report

The business meeting was called to order by Bill Reynolds.

A quorum was established by Board Secretary Barbara Buehring.

**President's Report:** All BoT positions have been filled. We need to assess the position of Office Manager. We ought to try to use Breeze more. The Search committee has asked for a recommendations from Pastor Nelson and from Rev Dennis McCarty. We are moving from pledging to stewardship. Cottage mtgs on stewardship are starting in October. We need to reconsider covid precautions.

**Vice President's Report:**

**Minister's Report:**

**Treasurer's Report:** Treasurer Tom Hartley emailed his report to the Board for review earlier. He is doing cash management between the money market and checking accounts. He is in process of making all accounts two signers. He is consolidating our credit card accounts. When we have a new minister we will give them a card for Sunday service expenses. It will streamline the process. There will be a credit limit on it. We paid our UUA dues for 2023 early; Tom will notify them they've been paid already. Steve moved that the Treasurer's Report be accepted. Pat seconded the motion. The motion passed.

**Secretary's Report:**

- **Approval of Minutes:** Minutes of July 13, 2023 Board of Trustees meeting were approved by email.

- At the July 14 Special Meeting, Bill Reynolds made a motion to approve the purchase of a laptop for the Treasurer at a cost not to exceed \$1000, seconded by Steve Leapley. The motion passed.
- The Board voted by email to appoint Tom Hartley as interim Treasurer.
- The Board voted by email to approve payment of a \$500 deposit toward a 25<sup>th</sup> Anniversary luncheon at Plantation.
- The Board voted by email to approve the social justice team's Freedom to Read event proposal, with the conditions listed below. The motion was made by Bill Reynolds and seconded by Pat Wellington.
  - 1. availability of our campus on the chosen date
  - 2. Preparation of a budget to be reviewed by the Finance Committee and the BOT and approved by the BOT
  - 3. Arrangement for adequate security in a manner to be approved by Steve Leapley.
  - 4. Obtaining of Certificates of Insurance from any vendors invited to the campus

A motion to formally accept all of the above was made by Steve and seconded by Bill. The motion passed.

- **Thank You Notes** were sent to Ruth Boysworth for her work at coffee time and to Pat Wellington and Thom Reeves for their contribution to the GA banners.
- **Correspondence:** Emails were sent to Matt McHugh and Kindra Muntz replying to their queries or comments

#### **Unfinished Business:**

- Pat moved that the Board authorize replacing Ken Boysworth with Tom Hartley as the registered agent with the Florida Department of State on sunbizz.org. Jean seconded. The motion passed.
- Bill moved to reapportion minister salary and housing, to be worked out with Tom. Steve seconded. Motion carried.
- Pat moved that Tom Hartley and John Spitzer be authorized as signers on the Fidelity and Vanguard accounts. Barbara seconded the motion. The motion passed.
- Easement—Steve reports that he is not getting any response from our attorney. Jack will call the attorney and tell him we need him to respond.
- Right to read event—Steve contacted police regarding hiring security for the event. We need two police officers, at a cost of \$770, to be shared by all sponsoring organizations. There will be food trucks, maybe a stage. The Purcor company quoted \$1050 to treat the field for fire ants; Steve and volunteers will do the spraying themselves, instead. The chemical costs about \$100 dollars. We need “no firearms” signs to deter armed protesters. The signs will cost about \$450 total for five signs.
  - Bill moved we purchase 5 “no firearms” signs to be posted around campus for an amount not to exceed \$500. Tom seconded. The motion passed.

February 24 is the locked-in date. IVMS will let us use their teacher parking spots. Bill suggests that we need a preliminary budget for the event, including how expenses will be split among the participating organizations. Instead of approving one-offs, we will wait until the committee come to us with a proposal. Barbara will send a note to John Van Camp and Nancy Menaldi-Scanlon asking for a breakdown of our contribution to the event (exclusive of signs and fire ants) for things like insurance. We request they meet with the BoT in mid to late October to go over what is required for a successful event and to establish financial and insurance obligations. John Van Camp can contact the Finance Committee for help putting together a budget. We need a formal arrangement with the other sponsoring organizations. We are renting our property to the event committee at no cost to event sponsors; we do not arrange the details, the committee does. The committee will need to submit one of our rental documents to formalize their use of our field, or need another formal document saying we're partnering with others so they're covered under our insurance. Steve suggests separate event insurance. Bill will call our insurance broker to clarify if this event is a ministry of our church. We anticipate having a special meeting with John Van Camp in early November with their committee's written proposal.

- Dennis McCarty's one-man show. Life of Michael Servitus. Jack will contact Rev Dennis re hosting it here, possibly together with the Port Charlotte UU.
- The Strategic Campus Utilization Committee is in place, will meet at the end of September. The team will entertain any long-term requests for usage of buildings and make recommendations to the Board. They will take the Blue Lotus request into consideration. Parking would be an issue; any lease should anticipate this. Kathy King and Bhante are going to look at Asta Linder again. John Spitzer requested a written proposal from Blue Lotus for the Finance Committee to review. Rev. Amy suggests if we rent it, we do so at fair market value. Blue Lotus would have to provide their own signage. There are program conflicts, physical conflicts, congregation is divided, 37% of members are against doing this. What about our use of the building for adult RE, what do we do with the stuff that's in there.

**New Business:**

- Pledge campaign—John Spitzer. The plan is to move from a single pledge campaign to about 10 small group meetings that will be called shareholder meetings. The first meeting will be in January so it doesn't overlap with Search Committee cottage meetings. The plan is to roll this out in November. A Finance Committee task force is working out the details.
- Board communications budget—website work is charged against the Communications Team budget. Steve is going to move the responsibility for signage from Communications Team to the Campus Team. Steve will email Judy Houston.
- Display flags—Jack would like to display the Earth flag, Pride flag, and American flag in a stand in the sanctuary.
- Roberts Rules versus Democratic Rules of Order-- Publish an item in Connections comparing them; put flyers on lanai. Jack and Barbara will work on that together. Jack will contact the bylaws committee regarding the procedure for changing from Roberts Rules to Democratic Rules. This will be introduced at the annual meeting: Change the bylaw requiring Roberts Rules at the beginning of the annual meeting, then conduct the meeting using Democratic Process rules.
- BoT members can request reimbursement for UU training; below \$200 will be automatically approved.
- Rev Amy briefed newer members on the Search process

At 11:30 AM the Board went into Executive Session

The Board came out of Executive Session at 12:45 PM

Rev. Amy said closing words and extinguished the chalice

The Business Meeting was adjourned at 12:45 PM

Next meeting will be October 12, 2023, 9:30 AM.

Respectfully submitted,

Barbara Buehring  
Secretary