

**UUCOV Board of Trustees**  
**Minutes of December 14, 2023 Meeting**

**Attending**

Jack Head, Steve Leapley, Tom Hartley, Barbara Buehring, Bill Reynolds, Pat Wellington, Barb Gundy, Rev. Amy

Guests: John Spitzer (Zoom)

**Committees Reporting Directly to the Board**

By-Laws: no report

Chief of Staff: Rev. Amy will be interviewing candidates for the Campus Administrator position. We will establish a month-to-month contract with a media director Rev. Amy knows for now.

Denominational Affairs: Jack and Pat will be holding one more session on UA Article 2 in February. Rev. Amy will conduct a service on this subject, Pat will put an article with a link in Connection.

Personnel: Email report from Claire Harrison. Restructured campus admin job is reflected in the revised policy and position document. The Personnel Committee and Chief of Staff (Rev. Amy) will hire someone with the advice and consent of the Board.

Health and Wellness: There will be no holding of hands at service due to the continuing presence of Covid.

Minister Search: Rev. Amy has spoken to 4 people. The Search Committee will be discussing interview questions and do a mock interview with Rev. Amy, then the committee will interview candidates by video in January.

Strategic Planning: Next mtg will be in early January. The Campus Utilization committee wants to attend Coordinating Council to discuss plans with them.

Stewardship Committee: The committee met Dec. 13. During Shareholder Meetings we need to impress people that we are supporting UUCOV, alone, not UU. We are self-funded. There will be a budget shortfall due to our separation agreement with Salli, and they will ask for a pledge increase.

Pat Wellington was appointed Process Observer.

Bill Reynolds called the meeting to order.

Barbara Buehring established that a quorum was present.

**President's Report**: none

**Vice President's Report**: see Easement

**Minister's Report:** Interviewing of candidates for campus admin position has begun. Our Search packet went live. Rev. Amy has been getting phone calls from some interested candidates.

**Treasurer's Report:** We will not make our net operating income goal—we exceeded our budget on severance for Salli and an unplanned donation to Right to Read. We are moving from an income statement to a cash flow statement. We may change the deductible on wind insurance on the Sanctuary to save money.

The Finance Committee has drawn up plans to implement cross-training to cover tasks should we experience an emergency loss of staff. They will revisit the plan when a new campus admin is hired.

A Special Event checking account for the Right to Read festival was opened. Fundraising efforts may result in more money being raised than is needed. What do we do if money donated for Right to Read is going to the Social Justice Alliance of the Florida Suncoast instead. Rev. Amy will talk to John Van Camp about the Alliance becoming a 501c3 organization so we do not have liability as fiduciary for the Alliance. Otherwise, Board members are liable as individuals if there is a lawsuit. Rev. Amy will recommend that the Alliance seat a transitional board and get legal counsel.

Tom Hartley moved that we stop accepting donations for Right to Read when donations to the Right to Read Event checking account reaches \$30,000.00 and that we ask Rev. Amy to strongly recommend that the Alliance form a 501c3. If Right to Read runs out of money, we will reopen the account to accept more money. Steve Leapley seconded the motion. The motion passed.

To increase transparency, the first page of the monthly financial report will be posted in Breeze, starting with the December report, as presented to the Board in January.

The history of actual money from pledges shows that most years we don't make the budget with pledges.

Bill moved that we accept the Treasurer's report as submitted by Tom, Pat seconded. The motion passed.

### **Secretary's Report:**

Approval of Minutes: Minutes of the Board of Trustees November 16 meeting were previously approved by email.

Pat moved that we accept the minutes of the November meeting, Barb Gundy seconded, the motion carried.

Votes taken by email: Bill Reynolds moved that Steve Leapley be designated as the UUCOV Security Officer and authorized to carry a weapon in the performance of his efforts to secure and protect the Congregants and property of UUCOV. Jack Head seconded the motion. The motion passed. The endorsement will be sent to our insurance company; the cost will be an additional \$250.00

Revised media policy submitted by Judith Parker was approved in email.

Tom moved that we accept both motions, Bill seconded, Steve abstained. The motion passed.

As part of our media policy, we will post a sign on the doors to the Sanctuary stating that services are livestreamed and audience and speakers may be on video.

The Security committee will also look into holding fire drills, tornado drills etc.

Correspondence and Thank Yous: Thank Yous were sent to Dave Williams, Brad Hardin, John Van Camp for painting the pump house, to Dave Williams for paying for and installing a storage cabinet, and to the member who made a large donation. Correspondence with Judith Parker.

No new thank you notes are needed.

#### **Unfinished Business:**

- Easement. Jack, Bill, and Steve will be meeting with IVMS re parking issue Dec 15. Atty suggested UUCOV meet with them before the attorneys get involved. IVMS placed a bridge leading to our parking lot on their property.
- Right to Read Security. \$490 each for two officers will be paid for from the special checking account for Right to Read.

#### **New Business:**

Pat moved we authorize Faithify to be used to fundraise for the Right to Read event, Steve seconded the motion. The motion passed.

- UUCOV will wait to review its own bylaws so our review is not confused with the vote to update the UUA bylaws.
- Holding a vote on a candidate for minister by Zoom does not require a bylaw change. We can practice by conducting polls on Zoom at our general meeting first. Rev. Amy will not be present, is not allowed to speak to anyone.
- The new security committee would have to be voted on at annual meeting since it would be a standing committee. We can form it as an ad hoc committee, initially.
- We need a new chair of the bylaws committee. Jack will ask for new committee chairs for security and bylaws, Rev. Amy will ask from the pulpit.
- Policies safer congregation –make sure DRE has two adults with children at all times. The web site should list policies. Policy review will default to the Bylaws Committee and the Safety Committee.
- New member recognition will be coming up; we have 15 new members.

Jack moved to end the meeting, Steve seconded, the motion carried.

Meeting ended 11:20 am.

Next meeting will be January 11, 9:30 am.

Respectfully submitted,

Barbara Buehring  
Secretary