

UUTC Board Meeting Minutes
March 28, 2017 @ 6:00pm

Present: Gary Kendrick, Carol Moore, Dave Roberts, Kay Webb, Cantey Carpenter, Ben Potter, Wayne Smith, Ian Maher, and Jim Hardy.

Welcome, Check-In, and Opening Words: The meeting opened with a welcome by Gary, a check-in with all present, and a reading by Cantey.

Approval of the Minutes: A draft of the Board Minutes 17.02.22 was distributed to Board members prior to the March meeting. Carol inquired about how the Board members would like votes on motions to be reported in the minutes. After a brief discussion, the Board agreed to report motions as “passed” or “failed”, without including the vote numbers (in favor and opposed), unless specifically requested by a Board member. With this agreement, a reported vote count included in the February minutes was amended to indicate that the motion “passed”. A motion was made and seconded to approve the draft of the February minutes, as amended. The motion to approve the amended minutes passed.

Email Votes: Four email votes occurred after the February meeting. The following votes were accepted for the record:

- 2/26/17 In an email, Dave proposed the following endowment policy:

The UUTC endowment fund supports an enduring investment in the mission of UUTC. To that extent the funds may only be placed in socially responsible investments as with the UUA Common Endowment Fund, or similar vehicle.

1. Our intent is that the principal of the fund remain intact, and grow with time. To that goal no withdrawals may be made from the Endowment Fund before the principal reaches \$100,000.00.

2. Withdrawals may be made annually in the amount of 50% of the current year's interest on the principal, provided the principal is above the minimum set forth.

3. The fund income may be used for community outreach, social justice, or educational and spiritual exploration programs. The fund income is not intended for, and may not be used for operating or capital budget expenditures, except in the case of extraordinary need, where not using these funds threatens the existence of UUTC, and then only with the approval of 75% of the members present at a quorum of at least 30% of membership advertised 30 days in advance.

Dave moved to accept the proposed Endowment Policy and Cantey seconded the motion. The motion was approved unanimously by email vote on 2/26/17.

- 3/2/17 – In an email, RK Young requested that the Board accept the Members and Friends who have volunteered to serve on the Board’s Property Committee: Kevin Glenn, Jim Hardy, Margaret Kimbel, and Joyce Pearsall. Dave made a motion to approve the slate and Kay seconded the motion. The motion was approved unanimously.
- 3/7/17 – In an email, RK Young advised the Board that Phil Davis and Amy Pointer have volunteered to serve on the Board’s Property Committee. Kay made a motion to approve the addition of Phil Davis and Amy Pointer to the Property Committee; the motion to approve was seconded by Cantey. The motion was approved 3/7/17.

- 3/13/17 - In an email, RK Young provided the current financial status of the Varsity Extension Project funds and requested advice on an expenditure of Varsity Ext. funds to have the large pile of soil and roots removed from Varsity Street properties. Carol made a motion to spend \$200 to have soil and root pile removed from Varsity Extension property; the motion to approve was seconded by Cantey. The motion passed.

Minister's Report: The March Minister's Report was distributed to Board members at the meeting; the report was accepted.

Ian had high praise for the culture and work of the Stewardship Team. He commented on the unsustainable level of work by Kristin Leesment and on things the Team has learned through the process. He expressed hope that the infrastructure set up during this year's process can be carried over to future campaigns.

He shared that there are lingering issues around how social justice events and promotion about our monthly giving are handled. He reported that the Task Force established to determine UUTC charities for the coming fiscal year is currently working on these issues.

Finally, he shared that both the Membership and the Worship Teams are severely understaffed and need new members.

Treasurer's Report: The Treasurer's Report for February 2017 was emailed prior to the meeting. Several questions to clarify Revenue v. Expenses numbers were answered by Dave. The Treasurer's Report was accepted.

Finance Committee: There was no report from the committee, but Dave reported that members were working on their Operating Guidelines.

Administration Committee: Kay shared that AdCom had submitted a March report to the Board regarding their annual review of the Policy Manual. Due to a lengthy Board Agenda, it was decided to table the report and review of the proposed revisions of the Policy Manual until the April meeting.

Property Committee: Jim Hardy shared the minutes from the committee's March 20, 2017, meeting. After a brief discussion of the committee's recommendations, the minutes were accepted. Jim clarified that Joyce Pearsall is not a member of the Property Committee but has volunteered to serve as a consultant on construction of a labyrinth and/or installation of a Monarch Butterfly Waystation, should the Committee choose to include one or both of these for the Varsity Extension Project.

Board Calendar Review:

April:

- Final Budget
- Annual Meeting preparation

May:

- Settled Minister's Call Meeting – May 7, 2017
- Budget Forum(s)
- Annual Meeting

Concerning previous Calendar Review items, Gary reported that he will schedule a meeting of the Executive Committee to complete the Minister's Evaluation. Dave reported that he has completed the evaluation of the Bookkeeper.

Facilities Team Policy Proposal: Kay reviewed the background and read the proposal from the Facilities Team for new policy regarding signage displays within and without UUTC facilities.

Any visual additions to walls, windows, or doors at UUTC must be recommended by a UUTC Team or Committee and approved by the Aesthetics Task Force or designee (UUTC Administrator). Visual additions include any signage, artwork, flyer, banner, or object, either temporary or permanent, to any interior or exterior vertical surface of the building. Posting of any material without approval will result in its immediate removal.

Dave made a motion to approve the policy as proposed by the Facilities Team; Cantey seconded the motion. After a brief discussion, the motion passed.

Varsity Extension Update: Gary advised the Board that the final move-out dates for the McFarlands from 74 Varsity Street are on schedule for March 31-April 1. He plans to be on site those days. A dumpster is scheduled for delivery to the property on April 3.

Stewardship Update: The Stewardship Campaign is on schedule to be completed with a Sunday Stewardship Service on April 9. The Team will send out its second letter on Friday to those who have not responded to the initial letter. The same information in the second letter will appear in the newsletter, as well.

GA/SUULE: Due to time constraints, discussion was tabled until next Board meeting.

Review of Board Operating Guidelines: Due to time constraints, the review was tabled until next Board meeting.

Jewish Community Support: Cantey read a proposed letter of support for our local Jewish community, to be sent to Howard Rock, on behalf of UUTC. Dave recommended that Cantey draft the letter, have it printed on UUTC letterhead, and have each Board member sign the letter; copies of the signed document will be kept. The Board approved the recommendation.

Method of Donations to Social Action Selections: Cantey requested that the Board consider changing its procedure when donating to our Social Action monthly charity selections. Cantey moved that, effective July 1, UUTC will collect the individual charity donations and turn the total amount collected over to the selected charity via one check from the church. When individual donations are made by check, the check should be made out to UUTC with the charity name noted on the check's "For" line. Wayne seconded the motion. After a brief discussion, the motion passed unanimously.

Arcadia Power Initiative: Jim Hardy presented a Social Action opportunity for Board consideration that involves using and promoting Arcadia Power, a nationwide renewable energy company. He proposes that UUTC encourage the use of clean energy by joining Arcadia Power (AP), becoming a registered AP group, and promoting its use to others within UUTC and the wider community. He gave an overview of how UUTC could benefit from becoming a registered AP group. A motion was made and seconded to have Jim set up

UUTC as a registered AP group and receive a link to sign up other individuals; however, before this can be accomplished, the Board must determine which of two Reward Plans it prefers. The Board will need additional time to study this initiative before making a final decision.

Oxford House: Jim Hardy explained that Oxford House is a national non-profit 501(c) 3, corporation that is seeking a rental property to serve as a group home for women in addiction recovery. Currently, there is an Oxford House group home for men in Brevard. He recommended that the Board consider Oxford House, Inc. as a possible tenant for the 74 Varsity Street property. After questions and much discussion of possible pros and cons, the Board determined that more information and consideration is necessary before making a recommendation on the issue.

Budget Update: Several Board members met on March 19 to review the proposed budget recommended by the Finance Committee. Recommendations were made for some revisions, and Dave presented a revised budget for tonight's discussion. There continues to be concern that we will end this fiscal year over budget and begin the next fiscal year with a budget that will require the use of Reserve Funds. Another budget discussion is scheduled for April 11.

Upcoming Dates:

April 24th at 3PM at UUTC: meeting with UUA Southern Rep, Rev. Dawn Cooley - Board members who are available are encouraged to attend.

April 29 – May 7: Settled Minister Candidate Week - The candidate will meet with Board members at a dinner meeting, either April 29th or 30th, at the home of Gary Kendrick. The candidate will be in the pulpit on April 30th and on May 7th and will meet with various groups during the week. There will be a Special Congregational Meeting to vote to call the candidate, following the May 7 service.

Next Board Meeting: April 25, 2017 @ 6pm

Adjournment: The meeting adjourned at 9:00pm.

Respectfully submitted,
Kay Webb
Secretary