

UUTC Board Meeting Minutes
July 25, 2017 @ 6:00pm

Present: Carol Moore, Peter Mockridge, Dave Roberts, Kay Webb, Brigid Fox, and Wayne Smith

Welcome, Check-In, and Opening Words: The meeting opened with a welcome by Carol, and a check-in with all present. In Cantey Carpenter's absence, Carol read the opening words that were emailed to her by Cantey. Following the opening words, Carol provided copies of the Board Covenant, which Board members read together.

Approval of the Minutes: A draft of the Board Minutes 17.06.20 was distributed to Board members prior to the July meeting. A motion was made and seconded to accept the minutes. The June minutes were accepted as written.

Minister's Report: The Minister's Report from Rev. Ilene was emailed to members prior to the meeting. The report was accepted. There was a brief discussion concerning her arrival date and preparations for welcoming her to UUTC. Peter volunteered to craft a memento to present to Ilene on her first Sunday, August 6.

Treasurer's Report: The Treasurer's Report for June 2017 and the end-of-year Report for the Fiscal Year 2016-2017 were emailed to members prior to the meeting. A motion was made and seconded to accept the reports; both reports were discussed and accepted as presented. Dave was commended for his tireless work as Treasurer. Dave will ask the Administrator to publish the end-of-year report to the congregation through the newsletter/email. Copies will be available at the front desk.

Dave advised members of the Executive Committee (Carol, Peter, and Kay) to see Regina Mason at Entegra Bank next week to sign signatory documents for various accounts. Rev. Ilene will need to sign a signatory document for the Ministerial Discretionary Fund, as well.

Administration Committee: There was no report from the committee. Peter Mockridge has stepped down from his role as Convener of the committee; this leaves members Susanne Rolland, Charlie Williamson, and Michael Solomon. The committee will need two additional members to be approved by the Board, and a Chair and Chair-Elect will need to be identified and approved by the Board. Peter has agreed to continue to attend the committee meetings in an ex-officio capacity.

Finance Committee: There was no report from the committee. Currently, members of the committee include Alison Marlett and Jim Null. Alison agreed to serve as Chair of the committee and was approved by the Board previously. Gary Kendrick had indicated his willingness to serve on the committee. Peter made a motion to approve Gary Kendrick as Chair-Elect for the Finance Committee and Dave seconded the motion; the motion was approved. The committee will need at least two additional members to be approved by the Board.

Property Committee: There was no report from the committee. Currently, Committee members include Jim Hardy (Chair), Phil Davis, Kevin Glenn, Margaret Kimble, and Amy Pointer. A Chair-Elect needs to be identified and approved by the Board.

Varsity Oxford House Update: An update from the Facilities Team on what has been completed and what still needs to be completed for all three Varsity properties was emailed

to members prior to the meeting. An additional update on all three properties from the Administrator was provided at the meeting. Dave reported that a sixth resident of the Oxford House is moving into the house this week. Kay reported that #47 Varsity will be ready for occupancy on Saturday, July 29, when Rev. Ilene is expected to arrive. The Facilities Team was commended for their work on the Varsity Extension Project.

Carol proposed the idea of involving the congregation in officially “naming” the Varsity Street properties. Discussion indicated that members favored the idea; Carol will pursue the idea and come back with some suggestions on how to proceed.

Scholarship Program: Because there was no clear consensus among Board members regarding maintaining and implementing a UUTC scholarship fund, the proposed Scholarship Program was brought back for discussion. Kay reminded the Board that a motion was approved at the June meeting to obtain a legal assessment of the proposal; this has not been done. Peter indicated that the Administration Committee had expressed concerns about the proposal. The Board requested that Peter contact Susanne Rolland, a member of the Administration Committee, to see if she will be available to attend the August Board meeting to discuss their concerns. This matter will be revisited at the August Board meeting.

Gift Acceptance Policy: Regarding the “UUTC Gift Acceptance Policy” that was proposed at the June meeting, it was determined that most of the document was procedural rather than policy. Kay will revise the proposed document language to clarify the guidelines and procedures the board must follow in accepting gifts made to UUTC and present the proposed revision for Board approval. Once approved, the document will be inserted into the Board Operating Guidelines. Peter will take the document to the Administration Committee to determine policy implications and to make any necessary policy recommendations to the Board.

Signage Display Policy: A request to display social justice signage at UUTC and an offer of signs from Jim Hardy was shared by Carol. She explained to Jim that the policy on Signage Display requires that such a request must come from a committee or a team rather than from an individual. Kay shared that, at the recommendation of the Administration Committee, the Facilities Team will look at the Signage Display policy language for possible revision; any recommendation for revision will be sent to the Board for consideration.

New Business: Several concerns were brought to the Board’s attention regarding the UUA speaker, Erika Hewitt, who delivered the message on Sunday, July 16. The Board felt that UUA should receive feedback on our experience with Erika; Carol will notify UUA, in a letter, sharing our observations about the experience.

Board Calendar Review:

Aug/Sept: An outside financial review is planned for the fall

Sept: Annual review of the UUTC Organizational Structure

Initial preparation for Stewardship Campaign

Next Board Meeting: August 22 @6pm (schedule will remain 4th Tuesday of each month)

Adjournment: The meeting adjourned at 8:00pm.

Respectfully submitted,
Kay Webb,
Secretary