

# Unitarian Universalist Fellowship Of The Emerald Coast

## Board Of Trustees Meeting Minutes

Date: Dec 21, 2017

Location: Josh and Elisabeth Ashley's home

Members present: Josh Ashley (president), Julie Winfree (vice-president), Winky Sweet (at large member), Ed Farley (treasurer)

Members absent: Denny Lauer (secretary), Jan Mullins (at large member), John Holt (past president)

Invited Guests: Gil Brown (2018 President-Elect), Jane Park (Ministerial Search Committee Chair)

Quorum (4 required): Yes

Minutes Recorded by: Gil Brown

Type of Meeting: Regular

Attachments: Committee Reports  
Treasurer's Report  
Religious Services (RS) Schedule  
Religious Services (RS) Budget Report  
Budget vs. Actuals  
Proposed UUFEC Aesthetics Subcommittee: Charge/Authority

1. Agenda Review
  - a. No changes made.
2. November 2017 Minutes Review.
  - a. No changes made.
  - b. Motion to approve by JW. Seconded by WS. Unanimous approval.
3. Committee Reports: (See Attached Reports.)
  - a. Treasurers Report (See Attached Report)
    - i. Suggestion was made to announce to UUFEC members that they can reach out to Treasurer Ed Farley to find out what they still owe on their pledges before year's end tax deadline. Ed agreed to be quickly responsive to any individual requests from members inquiring about their existing outstanding pledge balances.
    - ii. Financial statements (attached) were reviewed. No concerns identified.

- iii. Clarification that bylaws specify we will approve the new treasurer (John Holt) at first BOT meeting in 2018. Until that time, the existing treasurer remains in office (Ed Farley).
- b. COM report
  - i. In 2018, the COM will need to have a replacement for the opening position formerly held by Gil Brown.
  - ii. The COM continues to do appreciative inquiry for various UUFEC entities.
  - iii. The COM is still researching best practices for archiving old COM data, reports, minutes, etc.
- c. Communications
  - i. Jane Park continues to work closely with Chris Jordan in upkeep of the website. The general consensus was that this is an important way for new members to find UUFEC.
  - ii. JP continues to work with Ed Farley for Facebook and Yahoo management
  - iii. JP continues management of weekly UUFEC Enews.
  - iv. In general it was discussed that UUFEC Communications is not meeting on any formal basis and functions more as a 'Team' than a typical committee. We discussed possibly changing bylaws in the future if Communications was no longer going to be a formal committee.
  - v. Suggestion made to create a UUFEC YouTube page with some of our sermons on them. Possibly reaching out to Loren Boyer to do this.
- d. Facilities (See Attached Report)
  - i. Parking lot patched by Winfree Engineering.
  - ii. The adjacent business to UUFEC (Robin's Gift Shop) has made informal request to purchase a small portion of UUFEC property. Pros and Cons discussed. This item will be discussed further in the event of formal purchase offer. We will need to further explore zoning, etc. The question was raised about why our deed precludes any transaction without approval of Valparaiso Realty.
  - iii. Fred is moving forward with a ceiling fix/stabilization project.
- e. Finance (See Attached Report)
  - i. No recent meeting, however significant information included in attached report.
- f. Membership
  - i. No updates or recent meetings
- g. RE (See Attached Report)
  - i. No additions
- h. Religious services (See Attached Report) Brian O'Connell starts as chair on 1-1-18
  - i. On budget for rest of year
- i. Food Fun and Fellowship
  - i. No updates
- j. Caring committee
  - i. Lois Von Ryik passed away
- k. Ministerial Search (See Attached Report)
  - i. They are working closely with Christine Purcell, UU Southern Regional representative.

- ii. Generally, there is a surge of applications in December and again in late Feb.
- iii. UUFEC's minister opening is currently listed on UUA opportunities page online.
- iv. The Committee is planning on a church 2<sup>nd</sup> hour conversation end of Jan 28<sup>th</sup>.
- v. They intend to do a church-wide survey to assess feelings about this.
- vi. They would like to meet with the COM to explore ministerial needs at UUFEC
- vii. One of the Committee members, Nik Dudley has been minimally involved. Jane Park will discuss with the committee possible next steps.

4. New Business (See Attached Report)

a. One Hopeful place.

- i. This is a shelter with additional social services to help provide disadvantaged persons with the means to survive and eventually become active thriving members of society again. Nathan Monk gave a recent service at UUFEC on this.
- ii. Ed Farley requests that UUFEC consider regular sharing the plate of Cash offerings to this organization, in place of one of our existing recipients. UUFEC currently supports Shelter House, Niceville Sharing and Caring, Fort Walton Beach Sharing and Caring and Opportunity Place.
- iii. The Board agreed to explore this further and that the most likely service to stop supporting was Sharing and Caring in FWB.
- iv. We agreed to examine UUFEC to see if anyone had close connections to Sharing and Caring in FWB and to consider this change as a budget change for next year's budget.

b. Aesthetics committee charge/policy (See Attached Report)

- i. Subcommittee of Facilities
- ii. Fred Boyer is the current chair
- iii. Policy is presented. Filed with secretary of the board.
  - 1. Modified in the 16<sup>th</sup> line by Josh Ashley as follows (New text in italics):  
Individual church members do not have the authority to ~~implement decorating decisions.~~ *make decorating decisions independent of the aesthetics subcommittee.*
  - 2. Motion to accept policy by EF. Seconded by WS. Motion approved unanimously.

5. Next meetings:

- a. Jan 7 between 1<sup>st</sup> and 2<sup>nd</sup> hour in minister's office ('mini meeting') with following agenda:
  - i. Select and approve new COM member.
  - ii. Select and approve new member for UUFEC Board at large position vacated by Jan Mullins.
  - iii. Agree to electronic vote for UUA Annual Certification
- b. The first formal 2018 Board meeting will be Jan 29. 6:32 and 47 seconds pm.