

# UUFEC Board of Trustees Minutes

2020-01-27

## Attendees:

### Officers:

President	Gil Brown
Vice President	Athena Riley
Treasurer	John Holt
Secretary	Sarah Albano
Past President	Josh Ashley

### Members-at-large:

2020	Toni Pentecouteau - absent
2020	Amy Weisberg
Ex Officio	Doak Mansfield - absent

Guests: none

## HOUSE KEEPING PROCESSES FOR 2019 BOARD

- Proposed Special Relaxed Roberts Rules of Order
  - o See Attached.(A)

*The Board voted to use Roberts Rules of Order, Relaxed version in most of its procedures, except when special circumstances arise, calling for the use of RRO formal rules, 11<sup>th</sup> Edition.*

- Proposed Schedule of Board Agenda Submissions, and Process:

1. On Thurs, eleven days prior to the usual board meeting, notices are sent to Announce (Enews, wick, and Facebook) announcing upcoming meeting and inviting any agenda items or concerns, mentioning the deadline for additional agenda items is five days prior to the board meeting. Also, reminding Chairs to submit Committee reports by the Wed prior to the Board meeting.
  2. On Saturday, nine days before the board meeting, liaisons, and/or president Gil, should email to committee chairs to ask for committee reports by Wednesday (five days before the board meeting)
  3. (On Monday, 1 week before the meeting, Minister and VP and President meet over lunch to prepare for meeting)
  4. Wednesday, five days prior to the board meeting is the deadline for agenda additions and for committee reports
  5. On Thursday, four days prior to the Board meeting, The President sends out notice to Enews and wick to announce upcoming meeting.
  6. On late Friday or early Saturday, prior to the Board meeting, the president compiles the board packet and emails it out to Board
  7. On the 4th Monday of each month at 6:32 pm is the Board meeting, lasting approximately 2 hours.
- Other notes:
- o In the future, in order to prevent BBO (Board Burn-Out) we may occasionally have non-decision making meetings, announcing that “no decisions will be made” at the specified meeting

- **COVENANT OF RIGHT RELATIONS**

In 2018 and 2019, the board followed the attached (B) Covenant of Right Relations.

*The Board reviewed in detail, discussed and agreed to abide by this same covenant.*

- **SELECTION OF LIAISONS FOR COMMITTEES**

*Liaisons were selected for the committees as indicated below in committee reports.*

## **MINUTES**

Review Minutes from 12/2/2019

BOARD RESPONSE/INPUT: *The 12/2/2019 minutes were approved as distributed without objection.*

## Minister's Report:

Minister not present.

BOARD RESPONSE/INPUT: The Board *Discussed Doak's optimal use of leave. John suggested he uses sick leave before vacation time.* **Gil will communicate this to Doak**

**The Board voted to extend Doak's contract for an additional year from Aug 1, 2020 to Aug 1, 2021; with the understanding that Doak may or may not elect to accept this offer.**

## TREASURERS REPORT:

John presented the Treasurers report. Actual Revenue was more than what we budgeted for this year (103%) but this is still a deficit budget that requires us to draw upon our savings every year.

BOARD RESPONSE/INPUT: John believes that we have a surplus of revenue because of new members to UUFEC. Josh asked where we stood with our ongoing budgeted pledgers. **John will look into this further.**

## STANDING COMMITTEE REPORTS

***Buildings and Grounds; Chair: Julie Winfree, Liaison: Athena Riley***

No report for holiday

BOARD RESPONSE/INPUT:

***COM Committee; Chair: Jane Park; Liaison: Josh Ashley***

No meeting in January

BOARD RESPONSE/INPUT: UUFEC needs a new COM member to start on 1/1/20, replacing Diane Gibson. Julie Winfree has tentatively agreed to accept this position.

**Julie was voted on as the new COM member.**

***Communications Committee; Chair: Paula Previte; Liaison: Sarah Albano***

No report over the holidays

**Endowment Committee; Chair and Liaison: Josh Ashley**

No report over the holidays

BOARD RESPONSE/INPUT:

**Finance Committee; Chair: Blake Farley; Liaison: John Holt**

Treasurer John presented the following highlights from the Finance meeting:

- Jane Park volunteered to chair the Stewardship Drive committee and approved by Finance Committee
- Looking for a new treasurer so John can get a break (he will train)
- Made a recommendation to continue examining installing solar panels with a potential payback in ~7 years and improving our environmental impact

BOARD RESPONSE/INPUT: **Jane Park is approved as Canvass chair**

*Solar Panel installation: The Board agreed to have someone will come out and do an estimate as long as there is no obligation*

**Membership Committee; Chair: Jane Park; Liaison: Toni Pentecoteau**

Update since report sent on November 30:

-We had new member joining ceremony on Dec 1. Nine of the 16 people who had joined since December 2018 were able to attend.

-I led the second of two "UU Newcomer sessions" and four more people joined: Chris Dixon, Steve Dixon, Trudi Griffin and Willow Thompson, bringing us up to **90 members** (up from from 86 at the end of October).

Julie continues to lead the greeters.

I am excited about ideas I am getting for: small groups & leadership development.

Thank you.

Jane

BOARD RESPONSE/INPUT: *okay*

**Religious Exploration Committee; Chair: Jan Mullins; Liaison: Amy Weisberg**

No response over holidays

BOARD RESPONSE/INPUT:

## **Religious Services Committee; Brian O'Connell Chair; Liaison: Amy Weisberg**

With Doak's leave of absence in February, we have all the dates filled with guest speakers. Here's what's coming up:

Jan 26: Amy Weisberg (Taoism/Lunar New Year) Feb 2: Rev. Thomas Phillips (Doak's recommendation)  
Feb 9: Dr. Robert Larson Feb 16: Rev. Charlotte Shivers Feb 23: Rev. Paul Beedle

We also have three excellent guest speakers already scheduled for March. We will find others if necessary.

Brian

BOARD RESPONSE/INPUT: *okay*

## **AD HOC COMMITTEE REPORTS:**

### ***Social Justice Committee: Chair: absent; Liaison: Sarah Albano***

BOARD RESPONSE/INPUT: *Someone involved with Social Justice (Sarah?) will look into local environmental justice charity for 5th Sunday.*

*The board officially recognizes the Social Justice Committee as an ad hoc committee for 2020, pending finding of a new chair for this committee.*

### ***Caring Committee; Chair Gil Brown: Liaison:***

BOARD RESPONSE/INPUT:

*The board officially recognizes the Caring Committee as an ad hoc committee for 2020*

## **CALENDAR UPDATE**

<http://www.uufec.com/wordpress/calendar/uufec-calendar/>

*Our Calendar highlights and helps coordinate upcoming UUFEC events.*

## **NEW BUSINESS:**

**UUA Congregational poll for Congregational Certification. (VP ATHENA)**

Gil and Athena and John will finish this Certification Process.

**Leadership Retreat in Feb/March**

- There will be a Leadership Retreat for all Chairs, Board, Minister and DRE- February 22, 2020. 8:30 AM probably Gil and Jane's

**GA in Providence, RI, June 24-28**

## **NEXT BOARD MEETING:**

**Monday, February 24, 2020 at 6:32 PM**