

Unitarian Universalist Church of St. Petersburg
Minutes of the meeting of the Board of Trustees
April 14, 2016

Board members present: Lori Price, president; Jane Fanning, co-vice-president; Reggie Craig; Cynthia Patterson; Laurie Clement, co-vice-president; Jack Donovan, *ex officio*
Absent, excused: Paul Burnore
Guests: Sally Carville, acting Treasurer; Michael Pohl; Morgan Gresham; Karen Frank; Tee Taylor; Art Jones; Darren Stowe, Endowment Board

Lori called the meeting to order at 7:01

1. *Leadership Centering* – Jack led discussion on chapter 4 of “Serving with Grace”.
2. *Agenda Approval* – Paul sent message to add three things to agenda, “no” due to lack of time – Cynthia moved to accept Agenda as presented, Jane seconded, so moved.
3. *Minister’s Report/ Admin Report* – attached
 - a) Jack had an exit interview with Don Hill who is resigning because he’s just overextended not due to any problems with UUSP; Don handed in keys today.
 - b) Rene is also resigning but will stay until a replacement is found. Jack asked if one person could do both jobs. Laurie reported that Rene had suggested a couple who might be interested. This was referred back to B & G for follow-up.
 - c) Jack will be performing a wedding for Marcile and Keevy in May at Sacred Grounds.
 - d) 16 of the people who attended the New Members group signed the membership book and two more joined later. A retiring UU minister, who is arriving in June, also joined.
4. *Treasurer’s Report* – attached
(Should the discussion on the old Funds (or anything else) be included? If so, someone please send me a narrative because I didn’t write it up.)

Consent Agenda

1. March Minutes and reports from Worship, RE and Social Justice Committees are included. Dani noted that Penny Duff frequently mentioned that changes were needed to Minutes but has not turned in any; Lori stated Minutes can be amended later if necessary. Cynthia moved to accept Consent Agenda as presented, Reggie seconded, so moved.
2. Verbal report of B & G Committee whose meeting was held immediately prior to the BOT meeting:
 - a) Focused on property and building beautification. Tee continues to do good work on Little House.
 - b) Bob Riddle painted the scorched area of the side of the house.
 - c) Jeri wondered if we should run an item in Infonet seeking a sexton. Jane: also put in OOS and request that until we get a sexton, would volunteers please step up. Darren: list duties. Lori: it’s too much for OOS, just put in Infonet.
 - d) Annual fire alarm check will be done last week of April.
 - e) Badly need to get three sides of building painted.
 - f) Reggie: almost have bids completed for three upstairs doors.
 - g) Elevator – Fred says need survey, probably will cost around \$2,000. Lori asked that B & G seek bids for this.

Old Business

1. Update on cost of building improvements – see B & G Report above

2 Financial Review completed

a) Done by Susan Sedlachek. Sally suggested giving her an honorarium. Laurie moved to give her \$200, Reggie seconded, so moved.

b) Sally stated that the main point to take away from the review is the fact that we don't have a complete set of books that includes the value of the buildings and all assets. Lori explained that it's never been a high priority to spend money on an appraisal.

c) Based on past experience, we will take the recommendations we can implement and save the rest for later.

3. New UUSP T-shirts – BOT will discuss online

4. St Pete Pride participation

a) Jack suggests we march and have a booth as UUSP, not just part of Cluster, although we can march alongside them. It would be impressive to have many banners from all the local UU churches.

b) Jack would like to put requests in OOS and Infonet to see if congregants are interested in doing this; he's sure we have enough who would be happy to participate. Jack and others feel that the Cluster's Pride Booth last year was disappointing, our presence not appreciated. We can invite Joe W, the leader of Cluster Pride involvement for years, to come join us if he doesn't want to organize his group alone but Jack doesn't want to wait till Cluster gets organized and we will not join the Cluster group. BOT agreed to let Jack put a request for volunteers in Infonet, put out sign-up sheets for volunteers and note Pride on the calendar.

c) Jack will apply for a booth. Sally asked where the cost of the booth would come from. Various people explained that there's long been a line item in the Social Justice budget for LGBT works. Lori said that Jack should proceed, get all the financial info and the BOT would figure out the details.

d) The Sunday service on Pride Day will focus on pride issues. There also will be an Interfaith Pride service that Thursday night; Jack will attend and would like UUSP members to join him.

New Business

1. Approve Budget for 2016-17

a) Before discussion of the budget, Cynthia volunteered to be our delegate to GA and offered to pay her own registration fee of \$350. Laurie moved to nominate Cynthia to be the delegate, Jane seconded, so moved.

b) The BOT and guests reviewed the budget that Lori had prepared based on previous meetings. Much tweaking was done until all agreed that it was acceptable, even if not as generous as hoped for. Cynthia moved to accept the budget as written, Reggie seconded, so moved.

2. Nominating Committee

a) Karen Frank handed out a list of nominees the committee thought might be possibilities.

b) Morgan Gresham volunteered to fill Barbara Riddle-Dvorak's position on the BOT if the meeting could be moved from Tuesdays. BOT decided the meeting could be held on Thursday evenings. Laurie moved to accept Morgan's offer and the changed schedule, Jane seconded, so moved.

c) Lori asked Tee Taylor if she would accept a nomination for Financial Secretary. Sally, Dani and others described the position's duties. Tee agreed.

3. Little House rental proposal from Celebrate Outreach

a) Laurie explained that the work hasn't even been finished and we don't fully know the Little House's potential yet so we can't make a long term commitment. Laurie and Reggie stressed that it's unlikely that we'd ever want to rent it to one group exclusively. Jack added that it could be a great little clubhouse with lots of possibilities.

b) Reggie will send a refusal to Celebrate Outreach

Review of March Action Items

(I'm kind of making this list up since I don't think we really reviewed them – or maybe I just missed it. Could whoever was noted in an Action Item just please note if it's been completed.)

Here's the March list:

1. Sally will pay off the balance of the Assisted Hearing Loop from the General Fund.
2. Michael and Don will coordinate with Morgan Gresham to set up individualized voice mailboxes for the staff.
3. Don will submit an estimate of administrative hours needed and a budget request.
4. Jack will give Lisa the finalized Organizational Chart for reproduction; Michael will post it on the website.
5. All BOT – read and be ready to discuss the Financial Review.
6. Jack – notify Jeri that the event deposit is raised to 30% and rental agreements and the website need to be updated
7. Sally – arrange to pay Don upon receipt of deposits on new contracts.
8. Paul will bring a proposal for t-shirts, including design possibilities and costs, to next BOT meeting.

1, 5, 8 – completed

2 – The individual voice mailboxes have to be set up through Bright House; the order has been placed.

3 - ?

4 - ?

6 - ?

7 - ?

New Action Items

1. Reggie or Laurie will ask Jeri to place an item in Infonet and OOS stating we need a sexton and asking for temporary volunteers.
2. Reggie will bring completed bids for the three upstairs fire doors to the next BOT meeting.
3. Reggie or Laurie will seek bids for a survey regarding the elevator addition.
4. Sally will arrange to cut a check for a \$200 honorarium for Susan Sedlachek.
5. Entire BOT – look at and discuss Paul's email presentation on t-shirt designs, costs, etc.
6. Jack will place an item in Infonet and OOS seeking volunteers for Pride, put out sign-up sheets and add Pride week-end to the church calendar.
7. Jack will find out the cost of a Pride booth and inform the BOT.
8. Jane or Laurie will notify Jeri that BOT meetings will switch to Thursday evenings as of July.
9. Reggie will inform Celebrate Outreach that their request to rent the Little House has been denied.

I know that # 1 & 2 on the following list were done but should I include #3 someplace?

Action Items for Budget Planning

1. Include expenses for Communications Coordinator.
2. Add line item for RE projects income.
3. Consider use of excess of money after paying expenses of FY 2015-16 budget.

Lori closed the meeting at 9:50pm.

Respectfully submitted,
Dani Skrzypek
Clerk to the BOT