

Unitarian Universalist Church of St. Petersburg
Minutes of the meeting of the Board of Trustees
October 13, 2016

Board members present: Paul Burnore, president; Laurie Clement, co-vp; Jane Fanning, co-vp; Morgan Gresham; Jack Donovan, *ex officio*
Absent, excused: Reggie Craig; Linda Paul; Lori Price
Guests: Sally Carville, acting Treasurer; Lisa Hill, RE Coordinator

Paul called the meeting to order at 7:05pm.

Paul lit the chalice. The members read the Mission Statement in unison.

Opening

Agenda approval – duplications under Old Business were noted, Laurie moved to accept the amended agenda, Jane seconded, so moved.

Minister's Report – attached

Jack highlighted:

- a) He attended the Florida UU Ministers' Association Meeting and found it very interesting to hear the varying levels of concern and excitement. He believes he got a good picture of how Florida UU churches are doing, leading him to think that maybe not enough emphasis is being put on what we actually do; people need to hear more of that, less about who we think we are.
- b) He participated in Interfaith Week, being on a panel on how to welcome LGBTQ people. It was a small group and he felt they were "preaching to the choir".
- c) The first new members meeting had approximately 13 people in attendance, nine who have been coming regularly to services. He and church officers will talk about pledging at the next meeting so people have a week to plan their pledge before signing the membership book.
- d) He noted a correction for Jeri's absence from office; it should be 10/12 through 26.

Treasurer's Report - attached

- a) Sally explained how the money Endowment is holding for UUSP each month is not actually "extra" money, it is money allocated to budget items but not yet spent. Therefore, we don't have an extra \$12,500 as had been stated in the Town Hall meeting.
- b) Paul asked, as UUSP grows and needs change, how could we pay for things not in the current budget? Sally responded that we would need to have fund raisers for designated funds. Jane cited the By-laws, article 3, section 10, number 2: "No expenditure, budgeted or unbudgeted, shall be allowed unless full funding is available".
- c) Sally pointed out that we didn't have an account for the Gay Pride booth and so it shows as a \$318 deficit in the budget. Community Events Outreach Committee can cover such events in the future and can be presented at a financial quarterly review.
- d) There is \$32.40 designated for last year's CROP Walk. It was decided that the donation will be held until next year when we can ascertain to which sponsoring group it belongs.

Consent Agenda

Approval of September 8 Minutes – Morgan moved to accept, Laurie seconded, so moved.

Committee Reports

The BOT expressed frustration that committee reports are not available since many committees hold their meetings right before the BOT meeting. It is difficult to make major decisions on requests (such as those from B & G) without written information and adequate time to study.

B & G – no meeting this month

- Paul: at the Town Meeting, the congregation made it clear that they feel the RE doors and roof issues are urgent. We have \$6,000 pledged already and to build on that we should make a direct appeal to the congregation, ask the two members who suggested fund raisers to do that and, possibly, get some money from the Endowment. Jane: we need a long range picture of everything this building needs and a plan to fund it; we can't just keep funding emergencies. Jack: We need to look at where we are; we're recovering finally from a very long psychic slump. We have a good opportunity to keep growing but won't have enough members in the near future to do all that we need to do. We have to take care of the immediate emergency needs. Paul: It would be good to get a picture of the important things that have to be done in the next year. Currently, there are three major sources of leakage: windows, outside doors and parapets; repairs will be between \$10,000 and \$20,000. We seem to have numerous estimates on various segments of the work. Paul will ask Tee for all the reports and try to get total figures within a week.

Paul summed up the necessary actions: Put together an appeal, then start fund raising to build on the \$6000 in pledges, and borrow the balance from Endowment.

RE – no report

- Lisa announced that RE will sponsor an intergenerational service on October 30 and ask everyone to wear costumes.

Old Business

- Issues 1 through 18 and 20, have been completed or are in process.

19 – *Member expertise* – Cynthia will present a program on a book. Jack envisions filling up the church with activities all week. There was discussion as to whether an organizing committee should be formed; Morgan said the Program Council could handle this and she would schedule a Program Council meeting. Jane also would like to do an all member survey to learn what people's skills are. Morgan additionally suggested displaying a large calendar with current activities and asking the congregation to think of ways of filling in the rest of the spaces.

New Business

1 – Town Hall actions

a) Parking lot

- Paul and Jane met with an attorney, George Rahdert, for 1 ½ hours. Please see attached resume. He has been doing business law for 30 years, is familiar with WJA and has a high opinion of them. His office is just a few blocks away so he has a real interest in the growth and beautification of the neighborhood. Mr. Rahdert offered to not charge for his services until the sale of the property and then at a reduced fee. He would review all documents and handle the

closing and title work. He asked that UUSP get a draft letter of intent from WJA. He has appraisers he works with who may also give us a reduced fee.

There was also another attorney, Bob Decker, recommended. The Board discussed but determined that with the extensive church experience of Mr. Rahdert (see his CV), he was uniquely qualified to meet our needs.

Laurie made a motion to engage George Rahdert, Morgan seconded, passed.

- Paul reminded the BOT that attorneys charge by the hour; Paul will be the only point of contact (or Paul's designee if he's unavailable) so that we don't have multiple people contacting him.

- Paul suggested that we should have a special section on the website for all information and updates on the parking lot development.

b) *Funding for RE doors and roof* – see above, under B & G discussion.

c) *Rewriting Vision, Mission, Covenant and By-laws* – to start in 2017.

2 – *Need for quarterly budget reviews & a communications & marketing budget*

- All agreed a quarterly budget review would be helpful. Sally will prepare that for next BOT.

- All agreed on the need for a communications and marketing budget but there is no money. Janeya will be asked to present specific requests to the BOT.

3- *Develop top priority items for the Personnel Committee*

- Review the current employee manual

- Establish sound, consistent hiring practices

Jane and Sally will attend the committee's first meeting on October 25th at 7pm to offer guidance and bridge work that has been done.

4- a) *Lisa still cannot access the credit card* - Jack will straighten this out with her Thursday.

b) *Poor wifi reception in RE* - Morgan thinks may need a repeater so router can spread. The cost is approximately \$25 and Lisa can buy it with the church credit card.

5- Sabine suggests *canceling the Pancake Breakfast* and holding a brunch after the service instead. The consensus was to try it out.

Review of previous action items

1 – Need an in-house committee to organize in-house events. Morgan: this sounds like the responsibility of Program Council and she will bring it to next meeting.

2 – Elevator - disregard, will do outside stairs

3 – Voice mailboxes – don't need anymore

4 – Estimate of drawings for stairwell, fire escape and elevator.

5- Roof top AC units – pending

6 – Fixing the sanctuary AC – Howard Taylor is meeting with the AC manufacturer for instruction on how to set the AC timer.

Action Items

1 – Paul will ask Tee for all estimates on various repairs and present totals to BOT.

- 2- Paul will ask Susan and Marcile to start a fund raising appeal for building repairs.
- 3- Paul will engage George Rahdert as our attorney for reviewing the agreement with WJA about the parking lot development
- 4- Jane and Sally will attend the Personnel Committee's first meeting.
- 5- Jack will help Lisa access the church credit card.
- 6- Paul will direct the Social Justice Homeless Committee to move the monthly pancake breakfasts to brunches after the Sunday service so that everyone can participate.

Morgan moved to close the meeting at 9:40, Jane seconded, meeting concluded.

Next BOT meeting will be November 10th at 7pm.

Respectfully submitted,
Dani Skrzypek
Clerk to the BOT