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BOARD OF TRUSTEES MEETING MINUTES
Unity Temple Community Center
6:30 PM, Nov 13th, 2018

Attendance: Willa Shultz, Elizabeth Plummer, Karen Haskins-Brewer, Anne Devaud, Teresa Powell, Bill Crozier, Adam Gill, Clara Lewis, Alec Brownlow, Erik Wise, Lynne Hensel and Dave Willard

The meeting was called to order at 6:00 p.m.

Centering

UU Leader's Prayer - Alec

UTCC Infrastructure Update

Adam Gill provided an update about the status of 1019.

Consent Agenda

- October Minutes
 - Motion to approve by Bill (Unanimous)
- A-Team
 - Correction: Beloved Conversations, not Congregations
- New Auction Team!
 - 19% Increase in Fundraising Goal
 - Mila Tellez and Paul Beckwith – Co-Chairs
- We have an advertisement for a Custodian on Indeed
 - We're close to making an offer to a custodian.
- Budget 2018 (YTD)
 - We're in the black by \$17K (through September)
 - At the moment, we are not collecting 2018 pledges at the rate we'd like.
- Unity Temple has regained its tax-exempt status and was refunded \$60K in property tax payments.
- Consent Agenda – motion to approve by Teresa (Unanimous)

Nominating Committee Update (Clara)

- 5 Applications Submitted
- 3 nominees put forward by the committee
 - Kimberly Brumirski
 - Stephanie Kiesling
 - Julie Willoughby

- Next Year's Nominating Committee will be
 - Teresa Powell (Appointed)
 - Darby Rosenfeld (Appointed)
 - These two appointees will find 3 more to be approved at the meeting. (already identified)
 - Larry Kameya
 - Kathy Clark
 - Alec Brownlow

Proposed ByLaw Changes

- Section VI – see proposed changes below
 - Motion to present to congregation by Teresa (Unanimous)
- Section VIII – see proposed changes below
 - Motion to present to the congregation by Erik (Unanimous)

2019 UTUUC Proposed Budget

- Summary by Lynne
 - Biggest moving piece is 15 vs. 20 hours for RE Assistant
 - Bottom line has been adjusted downward from prior meeting due to some minor staff benefit changes
- Proposing the budget with a **\$54,667.00** deficit (15 hr./week RE Assistant) to the congregation
 - Motion by Teresa to present to Congregation (7-1, in Favor)

All-Congregation Meeting Update & Review

- Discussed roles / locations during meeting
- Joan Suchomel will be the Parliamentarian

Adjourn (9:21)

Motion by Bill (Unanimous)

Highlights

- Action items
 - Prepare for Annual Meeting!
- Decisions
 - Presenting changes to Bylaw Section VI at the Annual Meeting
 - Presenting changes to Bylaw Section VIII at the Annual Meeting
 - Proposing the budget with a \$54,667.00 deficit (15 hr./week RE Assistant) to the congregation

Respectfully Submitted,

David Willard

PROPOSED AMENDMENT TO ARTICLE VI OF THE BYLAWS

ARTICLE VI - Board of Trustees

E. Officers

As currently written

Congregational officers shall be the president, one or more vice presidents, secretary, and treasurer. At the first meeting after the start of the fiscal year, the board of trustees will elect from among the trustees a president and/or one or more vice presidents. At this same meeting, the board will appoint a secretary and treasurer. Unless they are elected trustees, the secretary and treasurer shall be ex officio and shall have no vote at board meetings. Except with respect to members elected to the board of trustees in the years 2010, 2011 and 2012, no one may serve as an officer for more than three consecutive years, after which a year must intervene before reelection or reappointment. Officers serve at the pleasure of the board and may be removed by board action at an official board meeting.

Approved change

(Approved by the Board of Trustees, November 13, 2019)

Congregational officers shall be the president, one or more vice presidents, secretary, and treasurer. At the first meeting after the start of the fiscal year, the board of trustees will elect a president and/or one or more vice presidents. Candidates for these positions must be sitting board members entering their second or third board year. At this same board meeting, the board will appoint a secretary and treasurer. Unless they are trustees, the secretary and treasurer shall be ex officio, may serve more than two years, and shall have no vote at board meetings. No board member who is an officer may serve in the same role for more than two consecutive years. Officers serve at the pleasure of the board and may be removed by board action at an official board meeting.

PROPOSED AMENDMENT TO ARTICLE VIII OF THE BYLAWS

ARTICLE VIII - Committees and Affiliated Groups

As currently written

F. Management

Management committees of the congregation shall work closely with the administrative team. Because the board is ultimately responsible for the management of the congregation's work, the board shall confirm the members who serve on these committees. The functions of the management committees shall include, but are not limited to:

- Finance and audit
- Building use and maintenance
- Development and the annual fund
- Personnel

Approved change

(Approved by the Board of Trustees on November 13, 2019)

F. Operations

Operational committees of the congregation shall work closely with the administrative team. The functions of the operational committees shall include, but are not limited to:

- Finance and investment
- Development: planned giving, auction, the annual fund