

UUCSC Board Minutes – 12/12/18 (approved via e-mail 12/18/2018)

Present: President Linda Whyte Burrell, VP Mary Fulton, Treasurer Mary Alice Kimball, Clerk Linda Dupuis; Natalie Herbermann, Kai Migliaccio, Bill Rodriguez, David Hurdis, Rev. DL Helfer

Absent: Elise Bender

Guest: Marcia Boyd

Call to Order/ Invocation 6:45

MOTION: David Hurdis moves to ratify the minutes for the November Board Meeting as approved by e-mail. Seconded. Passed unanimously.

Treasurer's Reports: Mary Alice Kimball. Printed copies are on file with the Board clerk.

Reports submitted: UUCSC Actual vs Budget; Nov. 2018 Treasurer's Report; report of other activities.

1. Budget looks good, expenses are in line with the budget.
2. Report of other activities:
 - a. Funding of Electric Accessible door: Allotted funds from various sources will cover the expense.
 - b. Purchase of new piano was funded from Music Enhancement.
 - c. Holiday fair: report of income was presented.
 - d. Music at Lily Pads: revenue covers expenses and provides a good experience for participants.

Staff Reports:

DRE Report: Bethany Vaccaro via e-mail. Printed copy on file with the Board clerk.

Bethany outlined plans for her upcoming maternity leave; Christmas Eve morning service; and plans for self-directed creativity in RE classes.

An old piano needs to be moved out of the classroom area. Linda WB will put a notice in the e-news to see if anyone wants it.

Office Administrator's Report: Karen St. Peter via e-mail. Printed copy on file with the Board Clerk.

Karen reported on computer backup, UUA certification plan, and problems with the heating system.

The boiler needs to be flushed weekly; Linda WB will contact facilities committee to see if they can take care of this.

Minister's Report: Rev. DL Helfer via e-mail. Printed copy on file with the Board Clerk.

Rev. DL's report gave a detailed list of his monthly activities.

He also reported:

1. UU young adult meeting at URI with Rev. DL and Kai M had no attendees. New model was suggested whereby they will attend ongoing activities if appropriate to their mission.
2. Rev. DL would like to go to El Paso in January to participate in assistance to refugees at the border. A vote of support was given unanimously by the Board.

Liaison Reports:

1. Membership Committee: Linda D reported that the committee discussed how to best approach and engage people new to the congregation. The new member ceremony will now be held once a

year. A meet and greet for newcomers will be held after a Sunday service. The committee is working on developing a pamphlet specific to UUCSC to hand out to visitors.

2. Pastoral care has started meeting with Rev. DL.

Policies from Finance Committee: Presentation by Marsha Boyd.

1. Proposed policy includes a process to deal with expenses not in the budget or in excess of a Committee budget. **See document included below.**

MOTION: Kai Migliaccio moved to adopt the policy “Expenses Requiring Advance Board or Finance Committee Approval” as proposed and recommended by the Finance Committee. Seconded. Passed Unanimously.

2. Proposed policy: Facilities Plan. This proposed plan would deal with projected maintenance, repair and improvements to the building. The building would be assessed and the plan would be included in the annual budget. The plan will be presented to the Facilities Committee. The Board suggests that a task force be formed to do the assessments of the building. Linda WB will approach Alice Buckley, Tom Magliocchetti, and Chris DePaola, and Kai M will ask Peter Migliaccio if they would be willing to join the task force. **Printed document provided by Marsha Boyd is on file with the Board Clerk.**

Unfinished Business:

1. Faithify: Finance Committee will discuss this at their next meeting.
2. Cookies for Christmas Eve coffee hour: Linda WB is coordinating the evening service; ~~with~~ Rev. DL will contact Aiden re: the morning service.
3. LGBTQ youth 1st meeting: Thundermist has contributed money for activities and refreshments. Age group will be 13-18. The group is being organized by Rev. DL, and will meet monthly on the 2nd and 4th Mondays at UUCSC.

New Business:

Proposed budget items after successful Capital Campaign: the Board will address this at the Board winter retreat in Jan.

Other Business: none.

The next Coordinating Council meeting Jan 9, 2019 at 7PM.

Board of Directors winter retreat will be at Natalie Herbermann’s house on Saturday, Jan. 19, 2019 from 9AM to 1PM. Rev. DL and Kai M. will coordinate the program.

The next Board meeting will be on Jan. 16, 2019 at 6:45PM in the Oneto Room.

Adjourned: 8:40PM

Respectfully submitted,
Linda Dupuis, Clerk

PROPOSED POLICY – 11/14/18

**EXPENSES REQUIRING ADVANCE BOARD OR
FINANCE COMMITTEE APPROVAL**

A. This policy applies to any proposed expense which

(1) exceeds the amount specified in the Annual Budget (which includes Committee Budgets) by \$ 1,000.00; or

(2) which is \$1,000.00 or more and is not included in the Annual Budget (which includes Committee Budgets)

Any such proposed expense shall first be referred to the Finance Committee for review. Then the Finance Committee shall return the proposed expense to the Board with the Finance Committee's recommendation. It shall then be the responsibility of the Board to approve or not approve the expenditure.

B. Any proposed expense of less than \$1,000.00 which is not included in the Annual Budget (which includes Committee Budgets) must be approved in advance by the Finance Committee.