

May 24, 2013

Unitarian Universalist Fellowship of Bay County Board Meeting

Attending: Board President Cathy Rifenburg, Vice President Helen Johnson, At-Large Members Jack Harvery, Tisha McSharry.

Absent: Treasurer Ken Sizemore, Board Secretary Canova Henderson, At-Large Members Diana Avrigian and Joe Budd

Member/guest: Carrie Cross and April Pechousek

The meeting convened at 6:00 PM

Cathy opened with a comment about the history of the UU Chalice and the reading of the Board Covenant.

1. The primary purpose of the Board is to serve the best interests of the Unitarian Universalist Fellowship of Bay County in its day-to-day management and as stewards of fiscal responsibility for those who have entrusted us to manage these affairs.
2. To this purpose, as a Board member, I commit myself to be prepared for each meeting to the best of my ability, including reading all materials relevant to the meeting.
3. As a Board member, I am committed to respecting the time and efforts of other Board members by attending meetings and being on time.
4. As a Board member and in support of our 7 Principles, I believe in the inherent worth and dignity of other Board members and will listen and evaluate as responsibly as I am able to conduct the business of the UUFOBC.
5. Standing on the side of love, should serving on the Board become an overwhelming burden or conflict of interest, I ask to be relieved of my duties and allow another to take my place.

The minutes from last month were reviewed as recorded by Diana Avrigian. The following corrections need to be made:

1. Note absent Board members (Vice President Helen Johnson, Secretary Canova Henderson, At Large Tisha McSharry).
2. Missing from the minutes was the motion to accept the proposed fiscal year 2014 slate:
President elect: Jack Harvery
Vice President Elect: Jo Schaffer
Treasure Elect: Ken Sizemore
Secretary Elect: Diana Avrigian
At Large Elect: Tisha McSharry (term ends 06/30/15)
At Large Elect: Christine May (term ends 06/30/15)

This slate was approved by the April Board and must be noted in the minutes. Diana will be asked to amend the minutes, resend to the Board for approval via email, a final copy will be sent to the office staff for web posting. Helen motioned to defer acceptance of the April minutes pending these corrections. Tisha seconded. All present in favor, motion passed.

The Treasure's Report was reviewed. Jack motioned to accept Treasurer's Report. Helen seconded motion. All present in favor, motion passed.

Carrie Cross presented a proposal to implement a UUFBC Youth Religious Education Summer Program. April Pechousek will assist her in this. The RE curriculum will follow the UUA, *Love and Help*, designed for Girl Scouts obtaining their Religion medal and the UU Scouts Organization, *Religion and Me*, for Boy Scouts also obtaining their Religion medal. This program will be geared for the ages of

seven to eleven to meet the needs of the current youth age in the UUFBC. The day and time of the meetings is to be determined. The program will be conducted on UUFBC property using the Red School House which has air conditioning.

No other UUFBC resources are expected to be needed other than photo copying of curriculum. Those interested may reach Carrie at carriecross@aol.com. Jack motioned to accept the proposed RE Youth Summer Program with Carrie Cross as the instructor. Tisha seconded. All present in favor, motion passed.

The Board next reviewed the proposed fiscal year 2014 Budget that was developed in response to the recent Stewardship Pledge Drive in May 2013. There was considerable discussion about the ability of raising \$7,000 for the plate. The Board believes this might be an over estimate due to the recent canvassing of pledges. During the pledge campaign, many congregants mentioned that they normally just put money in the plate rather than pledge. Since several of those congregants are now making pledges for the first time, the plate income may be less. Jack motioned that we reduce the Plate to \$5,500, reduce Community Life to \$1,000 and reduce Facilities, Maintenance and Grounds to \$3,000. If the plate exceeds expectations, those funds can be redirected to these categories. The budgeted income would be reduced to a total of \$70,000. Cathy seconded. All present in favor. Cathy will communicate with Ken about these changes in time for the Annual meeting on June 9th when the budget will be submitted for congregational approval.

Jack motioned that we accept the Treasurer's recommendation to increase Insurance to \$4,000, increase the Website (which includes internet, cable, phone) to \$2,000, lower the UUA District share as prescribed by new UUA guidelines to \$2,800, and to balance the income and expenses, reduce Music to \$9,000 and delete the \$26 for the Sunday Bulletin as it is actually paid out of supplies (cost of copying and paper). Cathy seconded. All present in favor, motion passed.

The Board discussed the Web Committee's progress (Charissa Thacker, Chair, Helen Johnson, Carrie Cross members). Charissa has asked to step down as chair and Helen to assume that role. The Board agreed. Helen motioned that the Committee look to hiring a Web Administrator who is experienced in managing web sites, including Word Press, the current web software the UUFBC uses. Cathy seconded, all present in favor. Motion passed.

The Social Media Policy that Jack was tasked with developing was discussed next. Jack read the draft policy that was developed with the assistance of our insurance agents and Jack's management background. Cathy made some recommendations. Jack will make revisions and submit it for approval at the June Board meeting as Old Business for acceptance.

The Board discussed the desire for the UUFBC to create a Covenant that will aid the congregation in its pursuit of the 7 Principles. The intention is not to create a creed but to develop a set of concepts that are deeper and more significant than social politeness. The phrase "holy manners" as they pertain to a community of faith is the intention. This has been a topic discussed at Board meetings and Vision and Growth meetings during the fiscal year 2013. It was decided to table the creation of a Covenant as a task for the next Board to develop in fiscal year 2014. Second hour Sunday workshops were suggested as this is a congregational participation activity.

A Members/Friends List Publication policy was developed as a result of the recent use of personal congregation information being used for commercial purposes. Helen motioned to accept the policy

which will be incorporated into the UU Policy and Procedures by Jack. Jack seconded, all present in favor, motion passed.

The Board approved for the local non-profit organization, Basic, to hold a Talent Show Rehearsal at the UUFBC in accordance with our Facility Use policy. Basic has asked for the use of the facility for a two day period either July 27th all day and July 28th after 1: PM or August 24th all day and August 25th after 1:00 PM. Basic meets all the other policy requirements to rent the facility. The Board will let them choose the dates.

The Board discussed concerns over the possible length of the Annual Meeting, June 9th. It has been the UUFBC's history to keep the Annual Meeting to the standard Sunday Service time, starting at 10:30 AM and ending at 11:30 AM. In that effort and to allow members to discuss the agenda, the Board will use a three minute timer, placed on the podium to assist members to be respectful of the right for as many to share their comments as possible while keeping in the time frame. The request to members to keep their comments to three minute so that our 5th Principle, The right of conscience and the use of the democratic process within our congregations and in society at large, may be observed will be posted on the web page containing the agenda and slate.

The final business discussed was the use of UUFBC tables by members for non UUFBC purposes. Jack motioned that the Board adjust the Building Policy to allow UU members to borrow tables provided that the tables are returned undamaged prior to any UUFBC meetings or events. It is up to the borrower to make sure the tables are available to the UU. This will be an honor system with a sign-up sheet developed. Helen seconded, all present in favor, motion passed. Jack will revise the policy.

The meeting adjourned at 7:45 PM.

Next meeting is Monday, June 17, 2013, 6:00 PM at the UUFBC. This will be a combined meeting of the current Board and the Board elect. Cathy will contact all members.