

At its November 17, 2021 meeting, the Board of Trustees approved advancement for vote at the 2022 Annual Congregational Meeting the below recommendation for a Bylaws change.

The Finance Committee recommends a change in the position description for the Finance Officer as documented in the UUSD bylaws as follows:

Article VI- Board of Trustees, Section 6.5 – Duties of Individual Trustees and Trustees Serving in Offices, Paragraph (b) – Officers, iv – Finance Officer.

“The Finance Officer shall be responsible for reporting all transactions involving all money and other property of UUSD to the Board of Trustees and the congregation including account balances, financial health of UUSD, and the annual budget. The Officer will work with appropriate staff and committees to assure: (1) the responsible receipt, safe keeping, accounting for, disbursement, and investment of all money and property of UUSD entrusted to the Officer's care under the direction of and to the satisfaction of the Board of Trustees; (2) “

Background;

After completing our research on and development of the Gift Acceptance Policy earlier this year, it became evident that there was no clear guidance, either in the bylaws or in any financial policy, for the investment of UUSD funds. After extensive discussion, the Committee decided to recommend including the additional responsibility of investment in the Finance Officer's duties as described in the bylaws as stated above. Proposed changes are underlined. This bylaw change will require congregational approval at a future congregational meeting if approved by the Board.

Submitted by,

Ron Schaeffer, Finance Committee Chair

October 17, 2021