



**UUSD Board of Trustees
Business Meeting Minutes
October 26, 2022**

BOT Attending:

Paul Barnette
Laura Borsdorf
Chris Leslie
Linda Marsden
Jane Miller
Kent Sprunger
Rev. Heather Rion Starr
Richard Wheeler

Guests Attending:

Donna Davis, LDC
Pam Everett, LDC
Ellen Loewy, LDC
Ron Schaeffer, Finance
Bobbe Baggio, Finance
Lee Wheeler, ET
Mac Goekler, GRT
Rand Lytton, GRT
Donna Dolce, GRT

Check Ins

Chalice Lighting [11/8 Laura, 11/22 Richard]

I. Meeting Called to Order @ 3:40 PM

II. AGENDA

Agenda for this meeting was reviewed. Richard Wheeler moved that the agenda be approved. Laura Borsdorf 2nd the motion. Agenda for the meeting was adopted unanimously.

III. ITEMS FOR ACTION

A. MINUTES FROM 10/11/22 BOT PLANNING MEETING

Minutes from the 10/11/22 BOT Planning Meeting were reviewed. Chris Leslie moved to approve, Laura Borsdorf 2nded. Minutes with no changes were approved unanimously.

B. REVIEW MONTH END FINANCIAL DOCUMENTS FOR SEPTEMBER

Kent Sprunger led a review of UUSD financials including September Summary Income & Expense Statement Reports for Operations & Capital Funds and September 2022 Balance Sheets 2021. UUSD continues to be in a positive cash flow position in line with FY23 budget. Chris Leslie moved that the financial report as presented be approved. Laura Borsdorf 2nd the motion and the Co-Finance Officer's Financial Report for September 2022 was approved unanimously.

Of note in Kent's report is the plan to pay off the 2015 Member Loan to the Schmidt family including interest in early November dramatically shifting the UUSD Capital Fund balance. A CD held by Community Bank will mature in October. The funds will be moved to UUSD's Tidewater money market account. UUSD will now work with only 2 banks: Tidewater and PNC.

Richard Wheeler reported that UUSD has purchased a new computer for our bookkeeper's use. He also reported he is working with committee chairs to put more invoice payments on the church card and reduce the number of expense reimbursements by individual members.

C. BOT ENDORSEMENT OF THE ANNUAL 2021-2022 FINANCIAL REVIEW (Required by UUSD's Bylaws)

Ron Schaeffer, Finance Chair, requested that the BOT approve 2 additional people to Gwen Johnson to serve on FY22's Financial Review Team with Bob Angell, the Chair of this team. Richard Wheeler moved to approve adding Gwen and Donna Dolce to the Financial Review Team. Laura Borsdorf 2nded. Gwen And Donna were unanimously approved.

IV. ITEMS FOR DISCUSSION

A. UUSD IN TRANSITION

Rev. Heather informed the BOT regarding many impending lay leadership turnovers coming in the next 8 months, specifically Committee Chair changes coming by the end of FY23 in June with the exception of Bobbi Dunham who is ending her tenure as Chair of the Ushers & Greeters as on 12/31/22. The Committee Chairs in need of filling come July 1, 2023 may include:

- Adult Faith Exploration
- Fundraising
- Human Resources

She also reported that our current volunteer AV team leads, Jaclyn Keefer and Diane Connie, are ending their volunteer leadership of the AV system as of 6/30/22 as is Dar Sellers, our current volunteer with the Children & Youth Faith Exploration program.

Rev. Heather has been working with Committee Chairs to address how they will work to replace themselves with a member of their committee and will be working with the BOT and Finance/Budget to explore how to fill the Children & Youth Faith Exploration director position and AV manager position in the FY24 Budget.

B. REVIEW OF PROPOSED UUSD BYLAWS CHANGES

Donna Dolce led a review of proposed changes to UUSD's Bylaws that was lengthy and thorough even though most of the BOT members had not been sent a copy of these proposed changes to review prior to the meeting. Once it was determined that most of the BOT members present needed a copy was sent to us.

Given that vast quantity of proposed changes, and concerns about many of them, it was decided to create a Task Force with several BOT members and several LDC members who will work with the GRT to continue revising UUSD's Bylaws and that we will not have deadline at this time regarding when the agreed to revisions must be completed.

C. REMAINING ITEMS FOR DISCUSSION TABLED - read on our own

- Review of ET Report to BOT for September
- Latest Revisions of UUSD Congregational Chart
- Article for November Beacon at the Beach regarding Next Steps Weekend

V. Meeting Adjourned @ 5:45 PM followed by first Check Out

Respectfully submitted,

Chris Leslie, BOD Secretary