**UUSD BOT Business Meeting Minutes-**

**June 27, 2023**

Attendees by Zoom: Paul Barnette, Laura Borsdorf, Beth Law, Linda Marsden, Jane Miller, Kent Sprunger, Richard Wheeler, Rev. Heather Rion Starr, Ellen Lytton, Ron Schaeffer, Bobbe Baggio

Check Ins

Chalice Lighting and Reading

1. ***Call to Order***- Paul Barnette called the meeting to order at 3:38 PM.
2. ***Approval Agenda***- Two additions to the agenda: appreciation of Laura Borsdorf’s service on the BOT, and BOT kitchen clean-up on July 2nd. Jane Miller moved the revised proposed agenda be approved, and Linda Marsden seconded the motion. The vote was unanimous to approve the proposed revised agenda.
3. ***Items for Action:*** 
   1. Review/Approve the June 13, 2023 business meeting minutes- Beth Law moved that the minutes be adopted as written and Kent Sprunger seconded the motion. The vote was unanimous to approve the minutes.
   2. Review/Approve month end financial documents for May 2023- Kent . Sprunger provided a review of May 2023 financial statements. Spending continues to be steady. End of month income/expense statement shows a net positive of $4,911 for May, and net positive of $42,034 for year- to-date. We are currently at 98% of income to budget. The May balance sheet is attached to this document. Richard Wheeler has completed updating the chart of accounts with Leah Thompson.
4. ***Items for Discussion:***
   1. Update on Finance Committee discussion on sharing of pledge information- Ron Schaeffer and Bobbe Baggio advised that pledge information has not been requested for a specific need, not needed for the visioning weekend, and there are limitations per UUSD bylaws. There needs to be clarification concerning BOT authority and the role of the Finance Committee on the subject. There is currently no clear interpretation of the bylaws. Ron Schaeffer recommended that the bylaws should be changed to read “.. *BOT has the authority to release pledge information..”.* Additionally, the sentence found in para 6.5 (b)(iv)(2), “*Finance records, excluding individual pledge information, shall be open for inspection by any member”,* should be moved to the member paragraph of the bylaws.  (Further action required by Governance Review Team).

* 1. Update on “Searching for the Future “ weekend- Jean Charles and Ellen Lytton will be working closely with BOT members Jane Miller and Beth Law, along with Laura Borsdorf, to plan the Visioning weekend. Jean and Ellen have been communicating with Mark Ewert concerning the number of facilitators. Facilitators will be able to sign up for either one or two sessions, which could reduce the number of facilitators needed. Also, facilitators will be working in pairs and have a script to follow. They will also be responsible for taking notes for their assigned groups. On Friday evening, July 28th, 6:00- 9:00 PM, facilitators will meet with Mark and experience a session (dreams, visions for the future).

All members and friends are invited and encouraged to participate- no age restrictions. Group assignments will be made as diverse as possible for the Saturday sessions. The Saturday sessions will be 8:30 AM-12:00 PM, and 12:30 PM- 4:00 PM. A total of 12-15 persons will be assigned per group. Jean and Ellen will meet with Don Peterson to develop a Google Workspace for registration. Also, Jean and Ellen will assign persons to a group, depending on number of years as a member. Child care for the afternoon sessions will be available upon request.

Registrars will be required- two for the morning and two for the afternoon. Tables will be set up in the foyer to sign people in and give group assignments. Also, the registrar will contact anyone not arriving on time.

Kent Sprunger asked if facilitators would be given open-ended questions in advance in order for them to prepare for the sessions. Mark Ewert will be asked to provide a list.

* 1. Discussion of Committee Chairs- Beth Law asked if a member of the BOT can also be a committee chair. Per our bylaws, it is not a problem. However, LDC recommends that a BOT member not be a committee chair, due to time requirements. A member cannot be a chair of LDC and be on the BOT.

It is preferred that ET members not hold other leadership roles. Question: Should this be in the bylaws or just guidance/preferred practice? (Action- Governance Review Team).

* 1. Laura Borsdorf was thanked for her two years of service on the BOT. Her term ends on June 30, 2023.
  2. The BOT has kitchen cleanup this Sunday, July 2, 2023.

Next Board Meeting July 11, 2023 at 10:00 AM (Hybrid)

Meeting adjourned at 5:23 PM.

Respectfully submitted,

Jane Miller

BOT Secretary