**UUSD BOT Business Meeting Minutes-**

**July 26, 2023**

Attendees by Zoom: Paul Barnette, Linda Marsden, Kent Sprunger, Richard Wheeler, Carol Huckabee, Jane Miller, Ellen Lytton, Linda DeFeo, Jean Charles, Pat and Ron Schaeffer, Gary Schmidt, Mac and Susan Goekler, Deanna Duby, Charles Bittner, Sue Brown, Rebecca Fitton, Alleane Taylor, Rev. Heather Rion Starr

Check Ins

Chalice Lighting and Reading

1. ***Call to Order***- Paul Barnette called the meeting to order at 3:42 PM.
2. ***Approval Agenda***- Jane Miller moved to approve the revised proposed agenda and Linda Marsden seconded the motion. The vote was unanimous to approve the proposed revised agenda.
3. ***Items for Action:***
	1. Review/Approve the July 11, 2023 planning meeting minutes- Linda Marsden moved that the minutes be adopted as written and Carol Huckabee seconded the motion. The vote was unanimous to approve the minutes.
	2. Review /Approve End of Month June Financials- (End of Year Report)- The financial documents discussed by Kent Sprunger and Richard Wheeler are self-explanatory. Highlights include:
		* Year end income and expense position was net positive for FY 23. Total revenue for FY 23 was 102% of budget; total expenditures were 92% of budget.
		* Successful mid-year migration to QuickBooks and Breeze. Reporting is considerably easier with QuickBooks. Breeze has proven very capable of managing pledge and contribution data.

 A motion was made by Jane Miller to approve the EOM/EOY financial statements, with Linda Marsden seconding the motion. The BOT vote was unanimous.

* 1. Review of Committee Chair Related Documents- Linda Marsden discussed the documents “Guidelines for Board Committee Chair Succession”, approved by BOT on November 8, 2022, and “Committee Chair Responsibilities” (LDC Draft July 2023). A discussion ensued as to who owns the documents, and it was agreed that it is the BOT. The BOT agreed to approve the revised documents with a revision to the title by removing “..Board and..”. . Kent Sprunger made a motion to approve, and Carol Huckabee seconded the motion. The BOT vote was unanimous to approve.

d. The meeting deviated from the approved agenda with a discussion by Rebecca Fitton concerning her efforts to get DELDOT to redraw road lines east and west-bound on Route 9 at the church entrance. She has identified who is in charge at DELDOT and will be placing a call to this person. Linda DeFeo stated that two signs have been placed on Route 9 at the entrance to the church stating ” Watch for Turning Cars”. It was requested that Rebecca work with the Executive Team and Safer Congregation Committee on this issue.

1. ***Items for Discussion:***
	1. GA 2023 Recap- Delegates: Mac and Susan Goekler, Pat Schaeffer, Jane Miller, Susan Haase. Mac Goekler opened with a recap of the initial vote on changes to Article II of UUA bylaws. The initial vote at GA was 86.3% to approve Article II as amended. Mac will provide a report in the next Beacon, with workshops beginning in the fall. In June 2024, there will need to be a 2/3 vote for passage at the next GA in 2024. Pat Schaeffer provided a detailed written delegate report entitled “GA 2023 Report” to the BOT. Pat’s report includes her personal reflections, recommendations and further reading concerning the proposed Article II.
	2. CCL Congregational Survey- Deanna Duby stated that UUSD bylaws require a congregational survey be conducted every four years, with the responsibility historically delegated to CCL. She needs BOT input: What do we want to know from the congregation? What information would be useful to leaders? What are ways for people to be more involved? We need to gain data on how to engage members and convey to new members “What would cause you to be more involved?”

The question was asked as to whether or not we have previous surveys for the BOT to review, and if so, what was the actionable result of the last survey? Paul stated that this item will be added to an upcoming agenda after Visioning weekend. Deanna recommended that the survey be delayed from the normal October- November timeframe to February-March. The vote was unanimous to delay the survey timeframe. (**ACTION REQUIRED)**

* 1. Update on Registration for “Searching for the Future” Weekend- Ellen Lytton and Jean Charles provided an update on registrations: there has been an excellent response since the last BOT meeting. There are 71 members signed up to attend, with 19 volunteers, for a total of 90 people participating in the weekend in some form. The survey sent by Mark Ewert will be open until July 27th at 5:00 PM. Mark will collate responses to add to the workshop data collected. The end result of the weekend will be a workable draft vision statement. A new committee will be appointed to create a draft strategic plan for BOT review.
	2. Children’s Faith Exploration Program Next Steps- Rev. Heather advised that Dar Sellers will take the lead as volunteer coordinator for the program through December 2023, with volunteers helping out. Rev. Heather will be restarting the hiring process for the director position without a specific start date.

Dar will be the central point of contact for the committee and divide up responsibilities to families. She will be making a flyer with CFE dates to give to families for planning purposes. The question was asked if we need a committee to help guide the program, along with the DRE. To be discussed further.

There was also a discussion about the possibility of creating a ten hour per week position within PMC for FY 25. This position would involve keeping track of the administrative end of HVAC and security appointments, etc.

1. Jane Miller will provide a list of scheduled BOT meetings for FY 24.

Next Board Meeting August 8th at 10:00 AM (Zoom)

Meeting adjourned at 6:27 PM. .

Respectfully submitted,

Jane Miller

BOT Secretary