A picture containing icon

Description automatically generated

**Unitarian Universalists of Southern Delaware**

**Board of Trustees April 9, 2024 Planning Meeting Minutes**

Attendance in Person: Paul Barnette, Jane Miller, Carol Huckabee, Linda Marsden, Kent Sprunger, Richard Wheeler, Rev. Heather Rion Starr

Guests in Person: Marj Shannon, Sue Brown, Alleane Taylor, Gary Schmidt, Deanna Duby, Ellen Lytton, Marty McLaren, Linda DeFeo

Guests via Zoom: Dar Sellers, Charles Bittner

Check-in

Chalice Lighting/Kent

Call to Order- Paul Barnette called the meeting to order at 10:10 AM.

1. Approve Agenda: One change to the agenda- Item II ( c ), Electronic Sign Update, from Richard Wheeler to Linda DeFeo. A motion was made to approve the agenda by Carol Huckabee and seconded by Jane Miller. The BOT vote was unanimous to approve.
2. Items for Action:
   1. Review/Approve March 27 Business Meeting Minutes- No changes to the minutes. A motion was made to approve the minutes as written by Carol Huckabee and seconded by Linda Marsden. The BOT vote was unanimous to approve.
   2. Review/Approve Month End Financial Documents for March – Kent Sprunger reviewed the financial documents for the end of month March 2024. The reports are self-explanatory. Kent explained that although income for the month was ($14K), it is typical for this time of year. Also, income over expense for the fiscal year is +74,916. Share the Plate for March was $721.
   3. Review/Approve Pennoni Proposal for Fees for Electronic Sign – Linda DeFeo and Ellen Lytton met with Pennoni to discuss the proposed electronic sign. They will be able to work the conditional use application without the need for attorneys. Pennoni had done previous signage approvals for other churches. The estimated cost is between $2,000-$4,000 and the site plan will take from twelve to eighteen months (all the way to approval). Footage for the expansion of Route Nine will come from both sides of the road. Richard Wheeler suggested that the BOT discuss/approve after the Phase II budget final numbers are complete. The issue is tabled until the first BOT meeting in May.
   4. Approve List of Delegates to 2024 UUA General Assembly – Paul Barnette named members being proposed as delegates for June 2024 GA. They are Mac and Susan Goekler, Gary Schmidt, Jane Miller and Don Peterson. Linda Marsden made a motion to approve, with Richard Wheeler seconding the motion. The BOT vote was unanimous to approve.
3. Items for Discussion:
   1. Review Results of CCL’s All Congregation Survey – Raw data from the Congregational Survey was presented by Deanna Duby, Marj Shannon, and Carol Huckabee. This survey is required by UUSD bylaws Paragraph 7.7 (10). The last survey was completed in 2019, with analysis completed in 2020. To date, CCL has completed data collection, but there is still a lot of work to be done. There has been no analysis. A report will be presented to the BOT when analysis is completed.

Additionally, the SFTF final report will be presented to the BOT next month by Don Peterson. The SFTF report will be “affirmed” by the congregation at the June annual meeting.

* 1. Update on 2024 Pledge Campaign: Kent Sprunger gave an update to the pledge campaign as follows:
     1. $357,802 pledged or 89% of goal; $44,798 remaining
     2. 148 pledges this year/145 last year
     3. 26 new pledging households
     4. 21 Nonmembers participated (9 new)
     5. $25,175 in increased pledges since March 31st
     6. Campaign will run through April 14th
  2. UUSD Survey: Gary Schmidt presented a draft survey concerning the proposed revised UUA Article II for BOT consideration to send out to UUSD members and friends prior to General Assembly. It was recommended that changes be made to Gary’s draft survey from “approve/disapprove” to include a range from “strongly agree to strongly disagree” (more nuanced). Additionally, the Denominational Affairs Committee will be the sponsoring committee. Jane Miller made a motion to approve the revised survey, with Kent Sprunger seconding the motion. The BOT vote was unanimous to approve the survey. Marj Shannon will reword the survey prior to distribution. It was recommended that the raw data should be shared with the SFTF taskforce to be incorporated into their report.
  3. UUSD Name Change : Linda Marsden reported that she spoke with Church Mutual Insurance concerning the name UUSD versus UUSSD (corporate name). They recommended that we speak with an attorney. After discussion, it was determined that she will be speaking with the GRT to revise the bylaws “due to a clerical oversight”. A motion will be voted on at the annual meeting to revise the bylaws.
  4. Preparation for Annual Meeting : Paul and Jane are coordinating on actions to be taken. Jane will get a list of members as of May 9th from Sandy.
  5. UUSD Auction : Gwen Johnson was represented by Jane Miller. She stated that the auction donations have started slow. More to follow.

1. Adjourn

Next Board Business Meeting, April 24, 2024 at 3:00 PM (In person)

Respectully submitted – Jane Miller, Board Secretary