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**Unitarian Universalists of Southern Delaware**

**Board of Trustees Planning Meeting**

**June 11, 2024**

In attendance: Kent Sprunger, Beth Law, Richard Wheeler, Paul Barnette, Jane Miller, Linda Marsden, Carol Huckabee, Rev. Heather Rion Starr

Guests: Donna Davis, Ellen Lytton, Judy Hayes, Linda DeFeo

Check In and Chalice Lighting

1. Call to Order- Paul Barnette called the meeting to order at 10:14 am.
2. Approve Agenda- A motion to approve was made by Beth Law and seconded by Kent Sprunger. The vote was unanimous to approve.
3. Items for Action:
   1. Review/Approve May 22 Planning/Business Meeting Minutes- A motion was made by Beth Law to approve the minutes and seconded by Carol Huckabee. The vote was unanimous to approve.
   2. Review/Approve Month End Documents for May – Kent Sprunger presented the May 2024 financial documents. We are at net positive $66,578 for the year to date. Financial documents are self-explanatory. A motion was made by to approve the documents by Beth Law and seconded by Carol Huckabee.

Richard Wheeler asked whether we should have the Share the Plate speaker on Music Sunday? Beth Law recommended the speaker begin the service, before the music program begins, which would prevent a disruption in the program. To be discussed with Julie Keefer.

Also discussed was the possibility of purchasing microphones from the ceiling and for the piano. Funds could be used from the unrestricted reserves, or we could apply for a Chalice Lighters grant? It was suggested that a Chalice Lighter’s grant request be saved for a larger project (signage?).

Peg Hughes, new Fundraising chair, was going to meet with the BOT on June 9th, but will be asked to meet with us on August 13th.

* 1. Election of Board Officers for FY25- A straw vote was taken for FY25 BOT officers with the following results: Paul Barnette-President, Linda Marsden- Vice President, Co-Treasurers- Richard Wheeler, Kent Sprunger (non-voting and non-BOT member), Secretary- Beth Law (Carol Huckabee and Donna Davis to assist). The vote was unanimous to approve the straw vote.

1. Items for Discussion:
   1. Pennoni Proposal – Ellen Lytton & Linda DeFeo provided an update on the proposed electronic sign. They stated that the current signs are not very visible and an electronic sign will give more flexibility. The size has not yet been decided. The BOT voted to approve up to $5,000 for the Pennoni contract for permits/approvals, which will take from 18-24 months. Approvals received would be valid for five years. This vote was not for approval of the sign purchase, only the Pennoni contract. A motion was made by Beth Law to approve with Carol Huckabee seconding the motion. The BOT vote was unanimous to approve. Paul Barnette signed the contract for up to $5,000 (T&M contract).
   2. Annual Meeting Wrap-up – Consensus was that the Annual meeting went well. Two child care providers were available this year. The quorum count was approximately 70% with absentee ballots. It was recommended that a Zoom link be provided next year for the Information meeting. Susan Goekler will be contacted for assistance.
   3. UUSD Float – Carol Huckabee discussed the possibility of UUSD members participating in the Lewes July 4th “Do-Da” parade. It was recommended that S&EJ be included in plans, and also advertise the E-News and Sunday update for anyone who would like to participate.
   4. UUA delegate- Charles Bittner was approved as a delegate to the General Assembly. The vote was unanimous to approve.
   5. There will be only one BOT meeting in July, which will be held on July 24th.
2. The meeting was adjourned at 12:08 pm.

Next meeting is Wednesday, July 24th at 3:30 pm (Zoom).

Respectfully submitted-

Jane A. Miller

BOT Secretary