

9/12/18 UUFN Board of Directors Meeting

Present: Jan Arenson, Dave Athey, Karen Barker, Carol Boncelet, Kay Elizabeth, Pat Field, Lois Hoffman (8:00pm), Paula Maiorano, Merry Ostheimer, Jeff Ramberg, Glen Schmiesing

Absent:

6:45 Time for congregants to address the board: none appeared

7:00 Light chalice and opening reading

7:05 Check-in

7:10 Approve minutes of Board minutes for meetings in June, July and August and consent agenda

1. June's minutes and Parking Lot Repaving Project were reviewed. A change in the minutes will be made to say: Motion was made to act if the bid comes within 10% of 30k, then we will execute the contract.
2. July's minutes were approved.
3. August's minutes heading will be changed to include the phrase "at the end of the retreat."
4. Consent Agenda contains reports that can be read before the board meeting and may include the Minister's Report as well as Financial Report. Also, if the committee has no news, say no news. If the committee does not respond, say no response. Committee Reports are due to Karen by the first of the month.
5. There was some discussion about the mission of UUFN, role and authority of both the board and committee chairs.
6. Finance Committee Report shows that the committee recommends that the parking lot paving be placed on hold and that all of the deferred maintenance projects be considered. An idea was made to invite the Long Range Planning Committee to give feedback. Another idea was to bring these projects to the congregation for discussion during the November 11th congregational gathering around the chalice event..
7. Community Branch Report shows some changes to committee names.

7:30 Minister's Update

Old Business

- Lay Leaders Tree

Denominational Affairs was renamed Association Affairs.

We are missing Our Home Member-at-Large and Chairs of Campus Security and Property Committees.

Another member will do Cards as part of Helping Hands group.

UUDAN- Unitarian Universalist of Delaware Advocacy Network

Our Future will need a Chair for the Holiday Craft Show (usually held in November).

- Mission, Vision, Covenant of Right Relations Sheet, and Board Member Expectations should be placed in our Board Books.
- Our petition to change our GEO Index was denied so our status remains GEO Index 4.
- Ministerial Staff Task Force (MSTF) will work with UU Central Delaware.
- Leidy and Merry will start up *Splinters From the Board* this month. After minutes are shared, Leidy will then compose a narrative type of writing to share with the congregation.

Old Business

Committee Empowerment Training, September 30th directly following Service.

Pat informed the Board that standing committees will be invited to send their chairs or chair designees to attend. Encouraging ALL committee members to attend (Board members will need to inform their respective chairs about this event.) Rachael will conduct the training as part of the Long Range Planning perspective and Pat will send more information. Groups need to avoid posting notices on our entrance doors, instead advertise on bulletin boards and on tripods, which are available for posting information. Committee chairs should be trained to seek a budget as well as write and implement their own policies.

Treasurer's Report and "Finance 101"

Dave explained there are two documents that are shared at Board meetings: the Profit and Loss (P and L) Budget Performance Statement, which for June 2018 contains the Fiscal Year End (FYE) Yearly Budget and cumulative actuals. FYE 18 Yearly Budget and actual income and expenses were reviewed. Discussion followed about sharing information with the congregation through chalice conversations.

Dave shared documents with President Karen about currently restricted accounts, all totalling no more than \$8000. One way to partly fund the parking lot is to unrestrict funds, if there was no explicit condition to the receipt of the funds or the intended use was completed. It was recommended that Karen review and sign them.

The Board considered a services contract that will compensate Mallard for its service that they've been providing free of charge for many years. The cost would be taken from our earnings. The Finance and Endowment Committee Chairs were considered for instructions approval, but were not incorporated.

Motion was made and passed to adopt the resolutions that:

The Board of Directors (Board) of the Unitarian Universalist Fellowship of Newark (UUFN) hereby authorizes and directs the Treasurer of UUFN to execute the Services Agreement with Mallard Financial Partners (Mallard).

The Board further authorizes any one of the Treasurer, President, or Past-President to instruct Mallard and authorizes Mallard to accept such instruction on behalf of the UUFN.

Carol B. recused herself from voting on the motion due to her employment by Mallard.

We did not get to two items:

Should our board minutes be on the website?

"Google Docs Basics for Everyone"

These minutes will be shared minutes via the shareable link option.

Next meeting will be on October 10th.

8:30 Extinguish chalice, adjourn meeting