

UNITARIAN UNIVERSALIST FELLOWSHIP OF DURANGO
BOARD OF TRUSTEES MEETING MINUTES

December 17, 2019
Bowman Hall 4p-6p

Board of Trustees Members:

Present: Frank Lockwood (President), Mark Swanson (Treasurer), Nancy Burpee (Secretary) Rev Katie Kandarian-Morris.

Members at Large:

Julie Jordon, Becky Malecki

Absent: Elizabeth Long (Vice President)

VISITORS:

K. Redford, Eb Redford, Tim Miller, Teresa Jordan, Kathleen Adams.

CONSENT AGENDA: PRE READ:

Prior Meeting Minutes. Approved as presented

Worship Service Attendance Report. Completed

Minister Report. Completed.

Interim DFF Report. Completed.

Frank Lockwood announced that the fiancé report will be moved to the Business Agenda.

Motion made by Mark Swanson to accept reports as submitted. Second: Julie Jordan. Motion approved.

PUBLIC COMMENT:

K. Redford states that the Leadership Development and Nominating Committee will help in any way possible searching for persons interested in serving on the BOT for the next fiscal year 2019-2020.

BUSINESS AGENDA:

FINANCE COMMITTEE MONTHLY REPORT: Tim Miller, Mark Swanson

Tim reported that the church budget is 5 months into the fiscal year; Various line item questions from the board were answered by Tim Miller and Mark Swanson. Frank Lockwood and Tim Miller discussed ways to format the financial report so that it would be more user friendly for those lacking a financial background. Mark and Tim will also revisereport to indicate non-budgeted monetary contributions that the church might receive during the year.

Discussion of Power Church utilization. Tim and Mark indicated that the monetary situation of the church is equivalent to the church budget last year at this time and is currently satisfactory.

New A/P Procedures: The Financial Practices Task Force met with Reverend Katie and the church office staff to establish A/P procedures that will be more efficient. A new reimbursement request form was developed by the Office Administrator, Jeannie Mackenzie. The suggested A/P procedures and forms will be evaluated after a trial period. New Procedures will assist in revising the Treasurer's job description.

Accounts Payable Contractor/Internal Position: Barbara Richter will assume more hours and responsibility including paying checks; this change will be evaluated after a trial period

PRESIDENT'S REPORT: Frank Lockwood.

None.

PROCESS OBSERVATION:

Becky Malecki. Suggested that President announce when he moved from one agenda item to the next. Felt BOT meeting was progressing well.

ENVIRONMENTAL JUSTICE TEAM: Tom Miller. (Continued to January 2020)

STEWARDSHIP COMMITTEE: Kathleen Adams.

Stewardship committee formation update by Kathleen Adams.

Becky Malecki suggested that renting rooms to vacationing UUMembers from out of the area, with proceeds donated to UUFD, be researched. Several BOT members have experienced this UU fund raiser concept in other UU churches they have attended. Nancy Burpee will also research the proceeds that can be raised from shopping at designated commercial entities who donate a portion of shopping proceeds to designated 501c3 entities. Nancy will send research to Kathleen Adams in January.

GIFT COMMITTEE: Tim Miller.

Tim Miller presented a generous gift offer from a UUFD member couple. Recommendation from gift committee that BOT accept the offer. See proposal with board meeting documents. Motion made by Julie Jordan that BOT accept the offer and Frank Lockwood, as president, sign the agreement papers. Second: Becky Malecki. Motion Approved.

OPEN QUESTIONS INITIATIVE UPDATE:

BOT Open Questions Discussion: Discussion concerning moving forward with concept. Frank Lockwood will present current research to Leadership Committee during January 2020 meeting for suggestions. Ideas include small group meetings such as soup suppers, creating more covenant groups, and creating discussion groups within the congregation.

NEW BUSINESS:

None

NEXT MEETING ASSIGNMENTS: Open/Close/Observe.

Next BOT Meeting: Jan 14,2020 4pm to 6pm Bowman Hall PLEASE NOTE THAT IN JANUARY 2020, BOT MEETING IS PRIOR TO DEEP CHAIR MEETING.

Next Deep Chair: Jan 21,2020 4pm to 6pm Frank Lockwood 122 Rockridge Drive.