

**UUFVB Board of Trustees Minutes
October 16, 2019**

Call to Order: at 4:30 PM by Board President Cate Wenzing. The chalice was lit, and Barbara Dunst gave the **Opening Words**. All present **Checked In**.

Members Present: Pres. Cate Wenzing, VP Kathy Cossa, Sec. Suzy Bromwell, Treas. Rebecca Hornbuckle, Jonnie Mae Perry, Barbara Dunst, Coco Burt, Tom Tierney and Rev. Scott Alexander (ex officio). **Absent Excused:** Ken Klein, **Guest Present:** Elizabeth Borne, UUFVB Accountant.

Process Observer: Kathy Cossa volunteered.

Consent Agenda: A **motion** to accept the minutes of the Board's September 19, 2019 meeting as presented was approved.

Visitor's Presentation: Elizabeth Borne informed the Board about The Emerson Center's and Music Works' desire to upgrade audio equipment. The Board will learn specifics about the proposed upgrades at its November meeting from EC Executive Director Steve Becker.

Treasurer's Report:

1. Rebecca reviewed Profit and Loss Statements and the Balance Sheet. She said we are on sound financial footing.
2. Donations to the Bill Bastain mortgage-reduction, matching grant campaign have been steady and now exceed \$43,350. Rebecca believes we will reach our \$50,000 goal.
3. All plans are in place for Katrina Bradshaw-Pascal's retirement celebration and gift from the congregation. Her "retirement purse" will be announced on October 20th but for tax purposes will be paid in 2020.
4. The Board discussed and approved Sexton Kristy O'Neal's request that instead of taking approximately 75 hours of accrued vacation time she will work those hours and be paid \$1,200, to be used to replace her car.

Minister's Report:

1. The Search Committee has chosen Kimberly McIntyre as UUFVB's new Administrator. For two weeks Kim will be shadowing Katrina, learning the intricacies of the job.
2. Scott reported on the meeting Kelly Stephens, Director of Youth & Family Programs, had with parents of young children. Parents requested peppier music that would appeal to children, during the first part of each service.
3. The program is set for the Community Thanksgiving Service to be held at UUFVB Monday, November 25th, at 7 PM.

President's Report:

1. The Board suggested members who might agree to Chair the 2020-21 Stewardship Campaign. Scott will make follow up calls. Amy Gallo agreed to organize the kick off

- brunch. Board members will help recruit members to speak each week of the campaign.
2. Beginning in November, Executive Committee meetings will be held monthly on 2nd Wednesdays.

Old Business:

1. Recommendations from the Risk Management Committee were reviewed.
2. Training for lobby monitors and EC volunteers will be held Saturday, November 16th, at 8:30 AM.

New Business:

1. Rebecca enlisted Board members to write thank you notes to Bastian Campaign donors. In early December, she will draft suggested wording for the notes and place a list and UUFVB note cards in each Board member's box.

Board Committee Reports: Reports received were emailed to Board members.

1. Bridges is working on a business plan for 2020-21. Thanks to the help of Elizabeth, Rebecca and Violante Fioravanti, Bridges financial reports are more accurate. Enrollment is high and income exceeds budget.
2. The Finance Committee has scheduled meetings in November with Bridges and Emerson Center, on the 6th and 13th, respectively.
3. The Endowment Fund Committee will resume regular meetings in November.

Process Observer's Report: Kathy stated Elizabeth's report on the proposed Emerson Center-Music Works purchase of audio equipment, although important, was too lengthy. Otherwise, she said, "everyone was exemplary."

Meeting Adjourned: at 6:00 PM.

Respectfully submitted,
Suzy Bromwell, Secretary