



**First Unitarian Universalist Church of San Antonio  
Board of Trustees Meeting  
June 21, 2021**

**MINUTES**

Gale Morrow called the meeting to order at 6:01 p.m. on campus at First Unitarian Universalist Church of San Antonio. Some Board members attended via Zoom teleconferencing.

All Board members were present.

PRESENT: Danielle Bess, Debra Loya, Cindy Marston (guest), Gale Morrow, Terry Palin, Ron Pena, Troy Peters, Sheri Phillabaum (guest), Jan Realini (guest), Oscar Solis, Rev. Mark Skrabacz, Vicki Tullius, Karen Waldron (guest)

Rev. Mark shared opening words. The Board read our covenant and ends statements. Ron Pena was named Process Observer. Danielle Bess was named Timekeeper for the meeting.

Board members shared a check-in.

The Consent Agenda was approved. Included in the Consent Agenda:

- June 16 Board Minutes
- President's Report
- Vice-President's Report
- Treasurer's Report
- Minister's Report

**NEW BUSINESS**

DLRE Sheri Phillabaum spoke to the Board about the search process to select an interim DLRE to succeed her when she retires in May 2022. Selecting an interim DLRE will enable the church's next minister to be on hand for the selection of a permanent DLRE. It is also typical to engage an interim DLRE when the preceding DLRE served a relatively long tenure. An Interim DLRE Search Committee should form soon, and the Leadership Development Committee will be charged with choosing the members of the search committee. Rev. Mark mentioned that this search will be a good opportunity to update the church's "packet" used to introduce ourselves to prospective candidates, in advance of a future ministerial search.

Gale Morrow shared that the UUA Southern Region offers online classes for Board members on a variety of topics and encouraged Board members to consider taking one or more. The church RE budget can support the fees for such classes. Vicki Tullius agreed to forward more information on these classes to Board members. Debra Loya suggested that the Board budget specific funds for Board training in future budgets. Terry Palin reminded us that the Board purchased a video training in LGBTQIA+ and gender issues that we should encourage members to complete.

The Social Justice Committee forwarded a request from church member Cindy Marston that the church agree to serve as a fiscal agent for her organization Free Battered Texas Women (FBTW) to apply for a \$45,000 grant from the Alice Kleberg Reynolds Foundation. Since FBTW has not secured 501(c)3 nonprofit status, they would need a nonprofit organization to serve as fiscal agent in order to receive this foundation support. Cindy responded to questions from the Board, and the Board voted to revisit the request in executive session, later in the meeting.

Ron Pena and Gale explained that church bylaws designate “entering binding contracts” as a Board responsibility, but that our practice has been for the Building and Grounds Committee to execute contracts without explicit approval from the Board. **Troy Peters moved and Deborah seconded that the Board delegate to committees the authority to enter binding contracts relating to previously budgeted funds of no more than \$5,000; contracts in excess of \$5,000 require Board approval, as stipulated in the bylaws.** The motion carried, with one dissenting vote.

## OLD BUSINESS

The COVID Task Force has not met since the last Board meeting. The church plans to resume in-person services on September 12, but leadership will continue to monitor public health conditions related to the delta variant.

Gale and Danielle continue to review bylaws and policies. They will propose any adjustments by the September Board meeting.

Some church members have expressed disappointment that there was no Board listening session in June. The Board plans to relaunch listening sessions in September. Troy will launch an online signup process for Board members to staff the listening sessions.

Treasurer responsibilities have been completely transferred from Donna Pereira to Debra Loya. Debra reported that the FY21 budget surplus allowed us to increase the capital reserve for FY22. Ron agreed to work on identifying HVAC improvements and repairs that could be funded from capital reserve this year.

Rev. Mark offered an update on the Assistant Minister search. He expects to post the job opportunity by August 1.

The Board Retreat is scheduled for August 13 & 14. Gale, Oscar, and Vicki met with the facilitator, and an agenda will be coming soon.

Ron reported that the capital campaign timeline has been extended into 2022 to reduce overlap with the annual stewardship campaign and allow for careful planning.

Terry reported that the website is in the midst of copy editing. The committee is on track for website launch early in 2022.

Ron asked whether the Aesthetics Committee could be revived. At Gale's suggestion, the Board agreed to ask LDC to appoint an Aesthetics Liaison.

The Board went into executive session to discuss the request that the church serve as fiscal agent for FBTW. No decision on the question was made.

The Board's next regular meeting will take place on August 18 at 6 p.m., via Zoom.

After a process observation from Ron, Terry asked whether we could secure a better microphone to use when some members are in the same room together and others are on Zoom.

Rev. Mark shared closing words, and the meeting was adjourned at 8:05 p.m.

#### ONLINE VOTE

On August 2, the Board conferred via email to consider a motion from Oscar Solis. **Oscar moved and Vicki seconded that the Board decline a request to serve as fiscal agent for Free Battered Texas Women.** The motion carried, with one abstention.

[Minutes prepared by Troy Peters, Board Secretary]