



**First Unitarian Universalist Church of San Antonio  
Board of Trustees Meeting  
June 16, 2021**

**MINUTES**

Gale Morrow called the meeting to order at 7:17 p.m. The Board met via Zoom teleconferencing.

All Board members were present.

PRESENT: Danielle Bess, Terri Chadwick (guest), Debra Loya, Gale Morrow, Terry Palin, Ron Pena, Troy Peters, Oscar Solis, Rev. Mark Skrabacz, Vicki Tullius

Rev. Mark shared opening words. The Board read our covenant and ends statements responsively. Terry Palin was named Process Observer. Debra Loya was named Timekeeper for the meeting.

Terri Chadwick gave an overview of the upcoming online UUA General Assembly, encouraging Board members to attend, if possible. She mentioned that GA is also a good way to get to know potential ministers as our ministerial search approaches. Rev. Mark shared that the church will have seven lay delegates to GA.

Board members introduced themselves, since this was the first meeting of a new church year.

The Consent Agenda was approved, with the note that May financial statements had not yet been completed. Included in the Consent Agenda:

- May 13 & 16 Board Minutes
- Minister's Report
- President's Report

**NEW BUSINESS**

Gale Morrow asked whether the Board wants to continue using Robert's Rules of Order this year, and the group agreed to do so. Gale also mentioned that she hopes to seek input from all Board members during our meetings.

Gale announced that the Board Retreat, scheduled for August 13 & 14, will be facilitated by Walker Moore (Lead Organizer, COPS/Metro). Oscar Solis and Vicki Tullius agreed to help Gale plan the retreat.

The Board appointed these members as committee liaisons for the 2021/22 church year:

- Capital Campaign: Ron Pena
- CREF: Troy Peters
- Leadership Development Committee: Vicki Tullius
- Stewardship: Terry Palin
- Trust Fund for Endowments: Danielle Bess
- Website Development Task Force: Terry Palin

Gale announced that five groups nominated as Share the Plate recipients. Four will be selected by congregational ballot in the coming weeks.

Gale announced that a search for an Interim DLRE will begin soon, to succeed Sheri Phillabaum when she retires in May 2022. Hiring a two-year interim will allow our next minister to hire the next permanent DLRE in 2024.

Gale reminded the Board that a ministerial search process will begin in Spring 2022 and that she will work together with Vicki Tullius to drive this process. Terry Palin mentioned that the previous Board had discussed possibly engaging a contract minister, rather than going through a traditional search for a settled minister. The Board agreed to revisit this topic and discuss the advantages of settled and contract ministers.

## OLD BUSINESS

Terry offered a website update. All pages are designed, and photography is complete. The Website Development Task Force wants to spend an additional \$1,000 for professional copy editing of the website text. Two motions were offered to allocate those funds, before the Board decided to table this topic to gain more insight from outgoing Treasurer Donna Pereira before voting online or in a subsequent meeting.

Gale went over a report from the Capital Campaign Committee.

Rev. Mark reported that the COVID Task Force has planned for the church to begin offering in-person viewing of the YouTube service on campus in the sanctuary in July. On September 12, we expect to hold our first in-person service.

Gale reported that the previous Board had worked on an update of our org chart, bylaws, and policy manual. This work was not completed during the 2020/21 church year, and she hopes we

will complete this work in the coming year. She invited Board members to consider volunteering to help with this project.

A discussion of the 2020/21 budget surplus was tabled until the July meeting.

Rev. Mark announced that he was working on engaging an Assistant Minister to begin work in January 2022, as outlined in our budget. He is actively seeking referrals for BIPOC candidates and plans to keep Board updated and involved.

In an effort to facilitate transparency with church members, the Board agreed to offer listening sessions every other month and to announce Board meetings to the congregation. Board meeting agendas will be set by an executive team of Board President, Vice-President, and Minister, and Gale will make that timeline public, so members of the church can bring agenda suggestions to that team.

The Board's next meeting will take place on July 21 at 6 p.m., on campus at the church.

After a process observation from Terry, Rev. Mark shared closing words and the meeting was adjourned at 9:04 p.m.

#### ONLINE VOTE

On June 19, the Board conferred via email to consider a motion from Terry Palin. **Terry moved and Ron seconded that the Board approve the use of \$2,250 for website development, a Capital Improvement project of the church, with \$1,000 for copy editing and the remaining amount for completion of the development contract with The Box, our website design company, the funds for both to be vouchered from Line Item 306—Reserve for Capital Improvements. The motion carried.**

[Minutes prepared by Troy Peters, Board Secretary]