



**First Unitarian Universalist Church of San Antonio
Board of Trustees Meeting
September 15, 2021**

MINUTES

Gale Morrow called the meeting to order at 6:07 p.m. The Board met via Zoom teleconferencing.

All Board members were present.

PRESENT: Danielle Bess, Terri Chadwick (guest), Deb 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. Troy Peters was named Process Observer. Terry Palin was named Timekeeper for the meeting.

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

- August 18 Board Minutes
- Minister's Report
- President's Report
- Vice President's Report
- Treasurer's Report
- Coordinating Team Minutes

NEW BUSINESS

Gale Morrow mentioned that the Denominational Connections Committee has offered to provide financial support for Board members to participate in leadership training or other continuing education. Gale also mentioned that COPS/Metro offers several relevant leadership development training programs that are free—there is a list of these training sessions in the September folder of the Board's Google drive.

Deb Loya moved and Terry seconded that the following resolution be adopted. The motion carried.

Whereas, two mathematical errors were made in the congregationally approved 2021-22 budget, resulting in a deficit of \$22,820.15, and

Whereas, the 2020-2021 budget resulted in a surplus, which funds were primarily moved to line item #307, Reserve for Capital Reserve, and

Whereas, multiple projects and expenditures were planned for and envisioned to be accomplished with these surplus funds, and many more were hoped for that could easily use up the entire reserve within the first two quarters of the fiscal year, and

Whereas, the Board recognizes that it has an obligation to be good stewards of the funds provided to the church and provide oversight of the budget,

Therefore, I move that the Board pledge to retain at least \$22,820.15 in line item #307, Reserve for Capital Reserve, through the 2021-2022 fiscal year, in recognition of the mathematical error that was inadvertently made in the congregationally approved budget for 2021-22.

OLD BUSINESS

Gale shared updated bylaws with proposed revisions, asking that Board members review the document and submit any comments to her via email by October 1. The Board will discuss the document and comments at the October 20 meeting. Revised bylaws would need to be approved at a congregational meeting to be scheduled.

Gale also shared a document updating Governance Process Policies with proposed revisions, asking that Board members review the document and submit any comments to her via email by October 1. The Board will discuss the document and comments at the October 20 meeting. The Board can vote to enact these policy changes without a congregational vote.

The Board discussed the Board Goals and Objectives document, discussing details of several goals.

- Under Stewardship, Gale noted that the Stewardship Committee would like a clear sense of the Board's 2022-23 budget priorities by January 2022.
- Under Ministerial Searches, Vicki Tullius agreed to encourage LDC to check in with members of past ministerial search committees about advice on how to constitute committee.
- Under Ministerial Searches, the Board adjusted language to ensure the Treasurer would be consulted for budgeting: "Regarding the Settled Minister search for a ministerial start in Fall 2023, beginning in January 2022 follow the Search Calendar in working with the LDC to plan a Search Committee process, adopt a budget in consultation with the Treasurer, and select a Search Committee by May 2022. Support the Search Committee in following the Search Calendar."
- Under Ministerial Searches, add a new goal to "Advise the ad hoc Interim Director of Lifespan Religious Education Search Committee in following the Search Calendar for an Interim DLRE to start in Spring 2022."
- Under Governance Policy, Rev. Mark agreed to ask the Coordinating Team to review the organizational chart.

With the publication of an updated directory, Gale agreed to update the page ranges assigned to volunteers for congregational check-in calls. She will send out updated assignments via email.

Terry reported that the new website is likely to go live in October. **Terry moved and Oscar Solis seconded that the following resolution be adopted. The motion carried.**

Whereas, the feeling of the Board of Trustees for Church Year 2020-21 had been to have the new website hosted by an outside business, and

Whereas, the contract with the web designer, The Box, stipulates that the company will host the new First UU San Antonio website for \$79 a month (\$948 annually), with a 10% discount applied payment in full of the full year, reducing the annual cost to \$853.20, and

Whereas, neither of these amounts was budgeted in the current year's budget,

Therefore, I move that the Board allocate \$853.20 from line item #320, the Reserve for Donations: Multi-Platform Return to Worship, to cover the cost of website hosting for one year.

Deb moved and Terry seconded that the Vice President be authorized to execute the TRANE Service Contract, in a total amount of \$6,782.40 (\$7,200 less a discount of \$417.60, to equal the total) for air conditioning servicing and training, to maintain a comfortable and healthy return to in-person worship in the Sanctuary and to aid fellowship, comfortably and healthfully, in the Fellowship Hall. The contract will be paid for from line item #320, currently designated “#320, Reserve for Donations”, which the Treasurer has requested the Accountant now identify as “#320, Reserve for Donations: Multi-Platform Return to Worship.” The motion carried.

The Board's next meeting will take place on October 20 at 6 p.m., via Zoom teleconferencing.

After a process observation from Troy, Rev. Mark shared closing words and the meeting was adjourned at 7:56 p.m.

[Minutes prepared by Troy Peters, Board Secretary]