



**Board of Trustees Meeting
November 16, 2022, 6:30 p.m.**

Present: Terry Palin (P), Heather Hedquist (VP), Deb Loya (TR), Polly Noël (SC), Danielle Bess (AL), Oscar Solis (AL), Emmanuel Garrido (AL), Rev. Mark Skrabacz, Rev. Nell Newton

Absent: Betty Burgner (AL)

Guest(s): None

Gathering

Having established a quorum, Terry Palin called the meeting to order at 6:30 p.m. and wished Heather a Happy Birthday. The Board met virtually via Zoom. Heather served as process observer and Deb served as timekeeper. Rev. Mark shared opening words and everyone welcomed the newest Board Member, Emmanuel Garrido. Terry lit the chalice and read the Board's covenant. Emmanuel, Polly, Danielle, Heather, and Oscar read the Ends statements. After brief check-ins from meeting participants, the agenda was finalized.

Consent Agenda Approval

The October Board meeting minutes and other items on the consent agenda were approved as submitted with corrections and updates noted below.

- Previous Board Minutes (Polly – minor correction made to October minutes)
- President's Report (Terry)
- V. President's Report (Heather)
- Treasurer's Report (Deb)
- Coordinating Team Notes (Rev. Mark)
- Minister's Report (Rev. Mark)
- COSM Meeting (Terry and Rev. Mark)
- LDC Report (Polly) Emmanuel will be the new liaison
- Trust Fund for the Endowment Report (Danielle)
- CREF Report (Betty)
- Stewardship Report (Oscar)
- Financial Report (Deb)
- Capital Campaign (Terry)
- Review Town Halls (Heather and Terry)

OLD BUSINESS

Monitoring ENDS, Limitations, Linkage, Governance) and other aligned items: Members reviewed the following:

- Limitations: Policy 2.8 Emergency Succession (no change other than adding Senior Minister at end of 1st sentence)

- Linkage: Policy 3.2 Accountability of the Senior Minister – no changes, but Rev. Mark wants time to review the Mission & Vision statements for future changes and also consider revisiting the specificity of pastoral care content.
- Governance Process: Policy 4.2-4.5 Duties of the Board Officers – no changes

Board Goals: Members provided updates on action items and timelines.

Ends: Discussion of the Ends Statements was tabled.

Organizational Chart: Polly reported that finalization of the Organizational Chart was in progress.

Red Cross use of facilities: Rev. Mark reported that he had reached out to the Red Cross to see if First UU would meet criteria as an emergency shelter but has not heard back.

Sprucing up the Campus/Hauling and Hanging: Heather and Deb reported plans for the Haul & Hang on December 3rd to spruce up the campus and prepare for the holidays. Heather has asked Bridget if there will be a Giving Tree; Shannon & Kurt will be setting up the Christmas tree in the Sanctuary this Sunday. Kathy is making arrangements for a Dial a Trailer. Chris Gillis will break down planters (to make room for trailer). Deb has arranged for childcare with Bridget and food and drinks. Items planned for disposal include the Kiosk, maintenance hut, and washer/dryer. Earlier plans to clean out closet in Fellowship Hall were cancelled this Sunday because of a competing event. The following Sunday is also not possible due to the scheduled Board Listening Session.

Brief discussion on Widening the Circle of Concern readings/questions: Terry guided the Board through a brief discussion of the first two chapters of Widening the Circle. Discussion points included the need to incorporate Widening the Circle themes into worship services & RE classes, educate the membership about congregational polity, and engage the congregation in denominational affairs. Suggestions included sponsoring a UUA presidential retreat at UBarU, strive for unity and connection with other UU congregations, and emphasizing underlying principles during worship services.

NEW BUSINESS

Finance Committee work: Deb reported that the Finance Committee has met twice. She has also received the new UUA salary guidelines, which will facilitate the budget process.

Planting Trees on campus: Heather reported that the Grounds Committee has identified several dead and dying trees that need to be replaced. The Committee has received an estimate from the San Antonio Tree Surgeon to remove four trees, trim other trees, remove brush, grind stumps, and purchase three 45-gallon trees. The Grounds Committee hopes to use maintenance and capital reserve funds for these improvements. Deb clarified that capital funds can be used to purchase trees over \$1000. Discussion points included concerns about plans to transplant larger trees given drought and suggestion that the Committee confirm whether selection of smaller trees would increase chances of survival and conserve water.

Heather moved and Deb seconded that the Board allocate (up to) \$4,415 from the Reserve for Capital Reserve Fund (account)(307) to pay for Capital Improvements to the Playground area (as recommended by San Antonio Tree Surgeon). The motion passed: Approved (6), Against (0), Abstained (0)

Social Activities Committee: Terry and Oscar provided updates on plans to reactivate the Social Activities Committee. Oscar reported on the enthusiastic response to the fellowship dinner. Given existing plans for Thanksgiving Dinner and Eggnog Social, the new committee will hopefully start planning new events in the Spring. Polly will check the bylaws, Terry will work with the LDC to identify chairs, and a line item will be included in the 2023-2024 budget.

Scripted questions for congregation about Ministerial Search. Heather proposed that a team be assembled to finalize plans for surveying the congregation about preferences for the upcoming Ministerial Search before the end of the year. Polly, Heather, Terry agreed to form the subcommittee. Although we will not be required to have an interim ministry, the UUA Transition liaison has suggested that our current ministers could complete the brief interim training (3-day or 5-day) and do that work with the congregation over the next year. Terry asked Rev. Mark and Rev. Nell to think about what the congregation needs to do over the next year to be ready for a new minister?

Congregational voting process for Ministerial search style: Members agreed to use the same platform (i.e., SurveyMonkey) and process that has been used for the May Congregational Meeting votes over the last two years during the pandemic.

Eggnog Social – Christmas Eve after service: Deb and Oscar will head up planning for the Eggnog Social. Heather has saved copies of the Alcohol and Eggnog SOPs in the Board folder. Danielle will help set up; Polly, Terry, & Randy and help before and after the service. Emmanuel will also help if he is in town.

Staff gifts: Terry explained that the Board has a yearly tradition that members contribute a set amount (usually \$25 each) to purchase gift cards for all salaried staff as a holiday Thank You. Rev. Mark confirmed that there are four full-time & several part-time staff. Emmanuel volunteered to be the Christmas Elf and will be contacting fellow board members.

Board recognition: Item tabled.

Culture of Volunteering: Volunteers – not a culture of volunteering; Mark's sermon good; every congregation in country has this problem now; need more of an expectation that being a member means volunteering

Closing: Heather observed that the discussion never really got off topic and Deb noted that the group was good on time. Rev. Nell read closing words from Every Day Spiritual Practice (on tithing). Terry extinguished the chalice, adjourned the meeting at 8:46 p.m., and briefly reviewed upcoming calendar events.

NOTE: Upcoming Calendar Events:

- Sunday, Nov. 20 @ 12:30 – Decorating for Advent (All are welcome)
- Sunday, Nov. 27 @ 12:15 – Board Listening Session in FH (Oscar hosting)

- Saturday, Dec. 3 @ 9 a.m. – Holiday Haul and Hang (All are welcome)
- Tuesday, Dec. 13 @ 6:00 p.m. – Board Listening Session (Deb hosting)
- Wednesday, Dec. 14 @ 7:00 p.m. – Coordinating Council meeting (Terry)
- Wednesday, Dec. 21 @ 6:30 p.m. – Board Meeting via Zoom (All)

[Minutes prepared by Polly Noël, Board Secretary]