

MINUTES OF DEC. 20, 2023 BOARD OF TRUSTEES MEETING OF THE UNITARIAN UNIVERSALIST FELLOWSHIP OF BOCA RATON

Present: Co-president Judy Keiser; Treasurer Bill Jensen; Secretary Lynn Smith; VP/Facilities Patrick Larson; Trustees Carole Stephens, Sandy Troiano, Claire Smith; Interim Minister Rev. Kathy Tew Rickey; guests Jim Smith, Rick Troiano, Rajeev Arora, Mitch Major. **Absent:** Trustees Barbara Messick, Paul Libert.

Call to order: After a brief leadership training session, the meeting was called to order by Judy at 7:17 p.m.

Lynn provided opening words.

Bill provided the chalice lighting words.

Approval of minutes: The minutes of the Nov. 16 BOT meeting were approved.

Mission and Vision report: Claire said seven congregants had agreed to serve: Sharon Drew, Patricia Rogers, Diane Garland, Rona Solomon, Rick Troiano, Ron Roth and Betty Tilton. Claire said the group will convene in early January, facilitate meetings with congregants and using their input come up with a revised Mission and Vision statement to present to the congregation for a vote. This statement will guide us over the next three to five years. Rajeev suggested a timeframe be set and offered this link from the Unitarian Universalist Association:

<https://www.uua.org/Files/documents/congservices/visionmissioncovenany.pdf>.

Claire said the process is expected to take 8 to 12 months.

Ministerial Search team: Rev. Kathy said Robert Duchemin was named chair with Howard Prentice as vice chair plus members Jim Smith, Marybeth Kugler and Corrie Galvin. Bill Jensen volunteered to be the BOT liaison. Rev. Kathy met with the group and furnished some relevant documents.

Sandy said she had no objection to any of the congregants named but said she wished the matter had been put to a BOT vote. Judy and Carole said it was important to start the search process, that the BOT would make the ultimate decision, and that this is a time-limited ad hoc team, not a committee, with one task: recommending a contract minister whose term will begin Sept. 1. Sandy replied that the Board would have had

time to create the committee itself, noting that the committee had just started meeting that day, and that, under our By-laws, a committee is required to search for a new minister and only the Board has the authority to create it.

I believe it is important that the minutes include this response which clearly explains my abstention. It is important to reflect what powers belong to the Board and should not be exercised by others.

Carole made a motion seconded by Bill to go forward with the process with the team named that is in place. Carole then asked to amend the motion to add that the group is charged with providing, reviewing, submitting, collecting and evaluating information. Bill asked for a report to the BOT within four weeks. The amendment passed 6-0 with one abstention; then the motion in toto was approved 6-0 with one abstention. The motion was: to move forward with the already selected ad hoc search team to start the process of posting the contract minister job, collecting initial candidates, review them and present to the BOT.

Stewardship report: BOT liaison Lynn Smith said she had met with Emil Kessler and Danielle Smith and would meet again on Dec. 26 to discuss a timeline. She said the group would like to have other volunteers to join it. Bill said he would provide written material on previous pledge drives to the committee and also provide the financial data on what amount needs to be raised.

Treasurer's report: Bill said we are still on track with our budget, referred to his written report and projected a four-week reserve when the fiscal year ends on June 30. But he cautioned that we should expect price hikes in some areas.

VP/Facilities Report: Patrick furnished his written report and said he had two action items. He projected \$2,400 in added cleaning costs for the RE building unless we issued a call for volunteers on a regular basis. Carole asked for agenda time at the next BOT meeting to discuss the possibility of hiring a sexton (costing possibly \$200 a month, said Patrick). Carole said she would do some research on the matter. Patrick wondered who would oversee a sexton.

Sandy made a motion seconded by Claire to hire a cleaning company with an option to terminate on 30 days' notice temporarily for up to \$200 a month to clean the RE building, which includes Rothberger and the two bathrooms. It was approved 6-0 with one abstention.

Patrick's second item was a discussion of creating a Security Committee and looking into the possibility of seeking a federal anti-terrorism grant available through FEMA for improving our security infrastructure. The grant would be given in September but having a Security Committee is required, Patrick said, to apply for it by early March. The BOT would have to appoint the committee. Carole suggested that we should move forward with training our ushers and greeters on security matters and the timing is not right for applying for the grant. Judy said she would discuss this matter further with Patrick and discuss forming a committee for safety and security that would develop a safe congregation handbook.

New business: The issue of naming co-presidents for the next two months was discussed. Sandy made a motion seconded by Bill to name Paul co-president for January, subject to Paul's approval, and Carole for February. Sandy said if Paul and/or Carole is unable to take the job in January, she would handle it. The motion was approved. It was stated that Paul and Sandy's BOT terms will end on Feb. 18, the tentative date of the annual meeting. It also is possible that Barbara's service will end on that date. Rick said he would check with Barbara on her plans.

There were no action items pertaining to other committees. There was discussion of opening more communication among committees to avoid conflicting events. Jim Smith's "Freedom School" programs planned for Jan. 13, 20 & 27 and Feb. 3. Jim was asked to send the tech team information about it.

The annual meeting date was tentatively set for Sunday Feb. 18. Our next BOT meeting was set for Jan. 25 at 6:45 p.m.

Motion to adjourn: Carole made a motion to adjourn the meeting that was seconded by Bill and approved. Judy adjourned the meeting at 8:57 p.m. There was a brief checkout.

Respectfully submitted by Lynn Smith, Secretary, UUFBR

