

**Unitarian Universalist Church of Sarasota**  
**Board of Trustees Meeting**  
**April 20, 2010**

Present: Rick Sandler, President, Sue Moreland, Vice-President, Dick Happy, Treasurer Cathy Cyrus, Acting Secretary, Margret O'Neill, Minister, Sarah Slate, Muriel Redifer, Joanne Curtis, Dana Keller. Absent: Barbara Silvera and Pat Liebert.

Guests: Don DeMaio, Illene Gillispie, Howard Altschwager, Ruth Agnew, Dee Widder.

The meeting was called to order by Rick Sandler at 7:00PM.

Don DeMaio proposed that we host a concert on May 14<sup>th</sup> by Kevin So for WSLR. The motion to host the concert was made by DonDeMaio, seconded by Joanne Curtis and was passed.

The resignation letter from Ginny Griese, the Religious Education Director, was circulated. Her last day will be May 9, 2010.

Ruth Agnew, the liaison from the Ministerial Search Committee, reported that her committee has met once and will meet again this Thursday, April 22<sup>nd</sup>. Rev. Katy Korb, The Ministerial Settlement Representative, will be attending to offer guidance. A facilitator will be engaged to enable the committee to begin working as a team. The committee plans to keep the board and the congregation fully informed of its progress. The committee plans to hold focus groups after church on May 16th, 23rd, and 30th to allow members to voice their concerns regarding the new minister. A concern regarding the structure of the focus group and whether the information gained would be representative or quantifiable was raised. A suggestion to try to find out if there is information available regarding successful practices that other congregations have employed was posed. Ruth will take this suggestion back to the committee.

**Treasurer's Report:**

Dick Happy reported that today a deficit of \$14,000.00 was discovered by the bookkeeper, Elaine Foster and Julie Leach. It was due to a bookkeeping error in how pledges were entered. The minister's contract will be revised to run from April 1, 2010 to March 31, 2011 and include a 3% raise. A mailing was done to solicit overdue pledge payments. A substitute janitor is needed for about 2 weeks as our janitor; Katherine Isabelle will be undergoing foot surgery. The Executive Committee proposed that up to two weeks of paid compassionate leave be granted to Katherine Isabelle to cover her absence. Dick Happy made the motion to grant paid compassionate leave to Katherine Isabelle, the motion was seconded by Dana Keller and was passed.

A motion was made by Sue Moreland and seconded by Sarah Slate to allow the Sarasota Housing Authority to handle the requests for aid that are now going through the Tenant's Committee. The motion passed.

Joanne Curtis moved and Muriel Redifer seconded a motion that we accept the employment contract for bookkeeper, Elaine Foster. The motion passed.

The Board passed a resolution that any member of the Executive Board, which presently includes Rick Sandler, President, Sue Moreland, Vice-President, Dick Happy, Treasurer and Barbara Silvera, Secretary, is authorized to be a signer of church checks. Only one signature is required.

A motion was made by Dick Happy, seconded by Sue Moreland that an ice cream social to benefit a Nicaraguan village library and sponsored by the teen church group be approved. The motion was passed. The social will be held on May 30<sup>th</sup>.

Rental of the sanctuary to the Jazz Society for Friday afternoons is being considered. The Details have to be worked out. The rental would be \$250.00 per event.

The job description for the Child Care Worker was approved. The motion to approve was made by Dick Happy and seconded by Sue Moreland.

A candidate for the child care worker position was presented and approved contingent one the successful completion of her background and reference checks. The candidate's name is Martha Judith Barret. She is currently employed in a preschool setting so we can have her start immediately because she has been background-checked by her current employer.

The ballot for keeping the donated organ was 172 for and 25 against. The Allman's who donated the organ will also provide up to \$1,000.00 to build a suitable enclosure. Charlie Allman who built the organ will also maintain it. Dick Happy moved to accept the organ and Sarah Slate seconded the motion, the motion passed. A note to thank the Allman's for their generous donation should be sent on behalf of the board.

#### Personnel Committee Report:

Howard Altschwager, a member of the Personnel Committee, presented a report from the committee. The committee is working on bringing all the job descriptions in line with a new model of governance which the board has adopted. The past model was Board of Trustees centered, making the board involved in the day to day decisions regarding the church. The New Model, termed the Minister Head of Staff Model, moved the authority to make day to day decisions to the minister and the staff. The board then would be primarily involved in long range planning and policy making.

This new model is one that a new minister will be more familiar with as it is the model being taught in seminaries as appropriate to this size church. Hopefully it will enhance our chances of finding and keeping a new minister.

Sara Slate indicated that the Goal One Task Force is similarly working on the clear delegation of authority and reporting relationships that will complement the new Minister/Staff governance model.

**Sanctuary Report:**

Muriel Redifer reported that several options for lighting are being considered and that they have met with an electrician. At this point a particular plan has not been decided on. Plans for revamping the steps at the pulpit area for safety are being worked on. The bottom line is that an overall design plan needs to be in place before any project beings. It was suggested that if we had a wish list, then perhaps individuals would be more willing to donate knowing exactly what is needed. Projects could then be done in a prioritized manner.

**Communication Update:**

The monthly Contact newsletter will not resume until we have a paid staff person in place. The website is getting better.

**Ministerial Evaluation:**

The Ministerial Evaluation Committee, composed of Rick Sandler, Muriel Redifer and Cathy Cyrus, met and assigned areas in which each member will collect data. The board will be emailed the evaluation form as well as some information compiled by Margret detailing her activities in the past year. The committee will compile all this information into an evaluation to be completed by July 15<sup>th</sup>.

The meeting was adjourned.

Respectfully submitted,

Catherine Cyrus