

**Unitarian Universalist Fellowship of Galveston County**

**Board Minutes – Thursday, April 7, 2022**

Item	Summary
	<p><b>Board Members:</b> Shirley Adams, Madeleine Baker, Stan Blazyk, Mary Case, Steve Townley, Suzette Tardif</p> <p><b>Absent:</b> Kathy Link, Susan Syler</p> <p><b>Guests:</b> Sandra Sullivan</p>
<b>Opening</b>	<p>Mary called the meeting to order at 6:00 p.m. with lighting of the Chalice and opening words.</p>
<b>Approval of Minutes</b>	<p>March minutes were presented for approval. Madeleine Baker made a motion for approval and Stan Blazyk seconded. The March minutes were approved unanimously.</p>
<b>President's Report</b>	<p>There was no President's Report.</p>
<b>Treasurer's Report</b>	<p>Stan presented an abbreviated financial report for the month of March. There were questions and a discussion had about the snapshot. Stan stated that he prepared a snapshot of March financials from the bank statement, and there was limited time because of the time that the bank statement was received and the timing of the Board Meeting. It was discussed that the Board should have a column so that the Board could see whether the budget was being met. Mary said that she could put the numbers in the spreadsheet and would do so prior to the Finance Committee meeting.</p> <p><u>Proposal for Bookkeeper</u>  Mary stated she had gone to the Chamber of Commerce to search for someone who could assist with bookkeeping, and located the name of Cody Wright, who works with other non-profits. Mary stated that the primary responsibility of the bookkeeper would be to prepare a monthly financial statement. A discussion was had about the duties of the bookkeeper. It was suggested that Cody would be invited to meet with the Board and answer questions.</p> <p><u>Annual Meeting</u>  Agenda is in planning stages. Stan made a motion to approve the Bylaws, and Steve seconded. Motion passed. The Bylaws will be sent to members by April 23 (30 days prior to Annual Meeting). The Secretary will collect reports of each committee. Shirley will get with Mary about materials to be sent out.</p>
<b>Committee Reports</b>	<p>Suzette presented Committee Reports as chair of the Coordinating Commiittee.</p> <p>Suzette said that the Coordinating Committee had met. She suggested that the "Bowlers" be moved out of Social Action and have their own line in the budget. Suzette stated that she was forming a committee to look at administrative functions. This Committee will discuss functions that are best performed by a member and functions best done by a hired administrator. Suzette additionally stated the Welcoming Congregation had done a great job and suggested they be invited to work with new members on getting involved and feeling welcomed. Suzette said that Dick Tardif would be willing to facilitate a discussion about concerns of some members of the Fellowship.</p>

	<p><u>Age Diversity Committee</u> There was no update on this committee.</p> <p><u>Committee Structure</u> A discussion was had about committees existing within the structure of the Bylaws. Committees should be defined as to what constitutes a committee versus an interest group. Suzette will continue her work on this project, review the UUA Guidelines and bring back to the Board her recommendations.</p> <p><u>Nominations</u> Mary presented a list of current members for discussion as people who might be willing to serve on the Board. The positions of Board Member at Large, President Elect, and Treasurer are up for consideration. Sharon Goodwin offered to be Member at Large. Other names were mentioned and Mary will ask people to determine interest.</p> <p><u>Make Online Part of Dual Platform Non-Participatory</u> Mary stated that the Program Committee would like the Board's vote to make the online part of the dual platform non-participatory by June 1 be brought to the Annual Meeting and have the membership vote.</p> <p><u>Roof Repair</u> Tom is currently out of the country. He has been reconciling 2 bids for roof repair and will present to the Board.</p>
<b>New Business</b>	<p><u>Update on Health &amp; Safety Protocols</u> A discussion was had about when to lift the vaccine mandate. Suzette will continue to monitor cases and report back.</p> <p><u>How to Mark the Mask Required Section</u> It was discussed that the number of chairs in the masked section should be reduced and that the BMOD should announce that a mask is required in that section.</p> <p><u>Chairs in the Sanctuary</u> Mary stated that it is the BMOD's responsibility to set up Sanctuary prior to service.</p> <p><u>Potluck Tables</u> Shirley suggested that the tables were heavy to set up and that some members had suggested getting lighter weight tables. A discussion was had and the tables will be left as is.</p> <p><u>UUA General Assembly Assistance</u> The Board has previously approved the amount of \$475.00 each for Mardi Mitchell and AJ Price to attend General Assembly. Once receipts are submitted, they will be reimbursed.</p>
<b>Old Business</b>	<p><u>Breeze email to members</u> Mary stated that Margaret had fixed the issue in Breeze, and that vendors and other non-members would not be included if one were to send an email to members.</p>

	<p><u>Attic Treasure Sale</u> Lance and Kathy Link are working on this. The sale is set for April 28, 29, and 30.</p> <p><u>Bylaws Update</u> A vote on the changes to the Bylaws is tabled to April. Notice to members to adopt changes should be sent out 30 days prior to Annual Meeting</p> <p><u>Gastrochurch event at UU Fellowship March 18</u> Mary reported on the event.</p>
<b>Adjournment</b>	<p>Due to Annual Meeting, a discussion was had whether to hold a meeting on May 5, or to possibly have a special meeting if necessary.</p> <p><u>Annual Meeting – May 22</u></p> <p>The meeting was adjourned at 7:47 p.m</p>

Submitted by: Shirley Adams, Secretary