

## Minutes of the Board –Thursday’ May5, 2022

<b>Item</b>	<b>Summary</b>	<b>Action</b>
	<p>Present: Mary Case, Suzette Tardif, Susan Syler, Kathy Link, Stan Blazyk, Madeleine Baker</p> <p>Absent: Steve Townley and Shirley Adams</p> <p>Guest: Miso Lee, Judy Glaister</p>	
<b>Opening</b>	<p>Mary Case called the meeting to order at 6:00 with the lighting of the chalice and opening words.</p>	
<b>Minutes</b>	<p>Minutes of the meeting were circulated via e-mail to board members.</p>	<p>Madeleine Baker made a motion to accept the report. Susan Syler seconded the motion. The motion passed.</p>
<b>President’s Report</b>	<p>No report.</p>	
<b>Treasurer’s report</b>	<p>Stan Blazyk presented the Treasurer’s report. We are in good same financially. We have received 140 percent of the projected income for this year and have only spent 50 percent of the projected expenditures. The finance committee is going to use the information regarding expenses for the coming year in order to construct a projected budget.</p> <p>Mary Case reported that she is working with Amanda Collins, a CPA,</p>	<p>Suzette Tardif will ask committee chairs to provide this information to the finance committee.</p>

	<p>to set up a book keeping account on Quicken that will balance the checkbook, record transactions, and write a monthly report.</p> <p>Mary reported that the cost for out-of-town speakers is \$300 for the service or \$350 if the speaker does the full service which includes the facilitator's role. Travel is reimbursed and hotel is reimbursed if the person stays in a hotel. They may stay with a Fellowship member instead of a hotel.</p>	
<p><b>Committee Reports</b></p>	<p>Suzette reported that there are no committee reports due to the Coordinating Committee not meeting this month due to scheduling conflicts.</p> <p>Suzette provided an update on the Administrative Task Force. One meeting has been held to gather information on what tasks are being done and who completes the tasks. She has asked those completing tasks to review the task guidelines and update if needed so that another person could perform the task if given the duties. She asked members of the task if an assistant administrator is needed and what tasks that person would perform. She plans another meeting to gather all the information.</p> <p>Suzette presented the Policy for the UU Galveston Committee &amp; Group Structures. There are three groups: Standing Committees, Ad hoc Committees, and Interest Groups. (Policy attached.)</p>	<p>.</p> <p>Suzette will provide an update at the next meeting.</p>

	<p>Suzette presented a proposal for training for building a welcoming community.</p>	<p>Suzette will contact Cameron at UUA for guidance regarding UUA based training on relationships.</p>
<p><b>New Business</b></p>	<p>Suzette is updating the health and safety protocols for discussion at the annual meeting.</p> <p>Mary stated that BMODs are needed for June 12<sup>th</sup> and 19<sup>th</sup>.</p> <p>Miso Lee led the discussion regarding our Houston Network membership. Membership costs \$110 per year and we can send a representative to the monthly meetings. Miso is unable to continue attending the monthly meetings.</p> <p>Susan Syler reported that it was decided to use Guarantee Roofing to replace the original roof, add insulation, and evaluate the air conditioning ducts.</p>	<p>Suzette will send to Board members to review.</p> <p>Madeleine will take the 12<sup>th</sup>. Kathy will take the 19<sup>th</sup>.</p> <p>Suzette volunteered to check out the monthly meetings.</p> <p>Tom Hall will obtain a bid for the work.</p>
<p><b>Old Business</b></p>	<p>Mary reported that the date for the annual meeting is June 5<sup>th</sup>.</p> <p>Agenda items for the annual meeting were identified:</p> <ul style="list-style-type: none"> <li>Health &amp; safety Protocols</li> <li>Committee structure</li> <li>UUA consult re: relationships</li> <li>Standing Committee reports</li> </ul> <p>Kathy Link reported that the Attic</p>	<p>Suzette will ask the standing committee chairs to present a report at the annual meeting and send a copy of their report to the secretary.</p>

	<p>Sale was a big success Mary reported that the by-laws update will be sent to members prior to the annual meeting for their review.</p> <p>Mary announced the Board nominations: President-elect – Shirley Adams Treasurer – Maggie Pinson Member-at-large – Sharon Goodwin</p>	
<b>Adjournment</b>	The meeting was adjourned at 7:45 pm.	The next meeting will be Thursday June 2, 2022

Respectfully submitted,

Judy Glaister