

**UUFSSMA Board Meeting
May 11, 2023**

***Regular Session
Called to order 1:05 pm***

Present: Joan Wolf, Susan MacDonnell, Phyllis Culp, Allen Zeesman, Chris Chase, Michael Murphy, Tom Rosiello, Jurgen Ahlers, , Anne Geyer, Lee Knox

Guests: Robin Loving, Paula Peace, Jane Wilkinson, Cathy Canepa, Margo Johnson Hugh Tomlinson, Dan Neuspiel, Bob Doupe.

Joan called the meeting to order at 1:05 pm

Opening words – Jurgen

Agenda was approved, with minor change in order that Jane Wilkinson could report first as she was on the road. All in agreement.

Report from the Foundation Planning Team (Jane Wilkinson, Anne Geyer)

Jane gave an overview of the work being done by FPT members of the foundation planning team
Anne spoke about fundraising ideas, and different ways to structure; she is reaching out to other UUs who have formed non-profit foundations for funding social justice activities.

Approve or amend minutes (Susan MacDonnell)

Secretary asked for corrections or approval of the minutes from April 13, April 26, and May 2 board meetings.

One minor correction on spelling of Donn Zellet's name.

Moved to approve as corrected- Anne Geyer

Second- Phyllis Culp

Unanimously approved

Treasurer's report (Phyllis Culp)

Reported on various issues with drop box and numerous incidences of spamming, fraudulent payment requests that are appearing in her inbox

Phyllis updated Board on her efforts to resolve problems with accessing funds in UUFSSMA's various accounts, and stated she is beginning to work on a full 2023 budget; and provided a report of year-to-date actual income and known expenses through May 11 and estimated income and expense through the remainder of 2023.

In her estimation of remainder of year, Phyllis' greatest concern is that approximately 82% of our expenses are still to come, with just 50% of revenue still anticipated.

Program Council (Lee Knox)

Lee had sent a report of the quarterly Program Council meeting, held May 1st, to Board members ahead of this meeting. She requested that Board agree to review this report regularly in order to have it serve a function as communication tool between Board and Program Council.

Consideration of formation of UUFSSMA Hospitality Committee (Jurgen Ahlers)

Jurgen spoke to the need for a standing committee that would coordinate the typical functions related to hospitality. This has recently been highlighted by the change in Aldea management and resulting lack of coffee preparation by the aldea staff on Sunday, April 30th. With Diana's absence, and change in staff at Aldea, our usual arrangements have seemingly fallen apart.

Jurgen offered to seek out up to 8 interested members and others who are interested, though he himself is not able to join such a committee at this time. Board was generally in agreement that a Hospitality Committee is a good "entry" to the Fellowships for newcomers, and an excellent way for them to meet people, begin relationships.

Motion: To authorize creation of a Hospitality Committee, with up to 8 people initially, with Jurgen authorized to make initial contacts to seek out interested individuals to serve. Initial focus will be to ensure a functioning coffee hour, with predictable sharing of duties between UUFSSMA and Aldea staff.

Jurgen and initial committee members will report to the Board in June on their progress.

Moved by Jurgen Ahlers

Second- Chris Chase

Unanimously approved

Personnel Committee (Chris Chase)

Chris reported that the committee is beginning to work on creating/updating job descriptions, and policy and procedures

There was some discussion about Diana Amaya's leave of absence, and the implications of this for others' workloads.

Discussion was cut short as it was acknowledged by all that this was straying into personnel matters that would require an Executive Session.

Drop Box Task Force - (Phyllis Culp, Susan MacDonnell)

Phyllis and Susan have volunteered to work together to research how we use Drop Box, how many committees and others rely on it, have access to files, etc. There is concern that there are many current and past members who have access to files that they no longer are authorized to have access to (e.g., no longer on committee).

The Task Force will formulate a plan to address our need for secure record keeping, and for clarity over who needs access, when that access ends, etc. Main priority for initial stage is for security of our records over convenience of access. Task Force will report to the Board in June, or at a special meeting called for this purpose. Hugh Tomlinson offered to be a member of this Task Force.

Motion: to create a Drop Box Task Force

Moved by Anne Geyer

Second by Jurgen Ahlers

Unanimously approved

Minister's report- (Tom Rosiello)

Tom gave a detailed report on the work of COM to create a program of Covenant groups using the UUA Small Group Ministry model. He reported that he and the members of COM are all eager to begin creating this program, and that he was seeking a statement of support from the Board to endorse the effort.

Motion to have the Board endorse the model of a Small Group Ministry program and authorize COM to proceed with creation of such a ministry within UUFSMA.

Moved by Jurgen Ahlers

Second - Allen Zeesman

Unanimously approved

Tom reviewed additions to the calendar over the summer with visiting speakers and ministers. Louise Green to be in residence for a month while Tom is away.

Review Status of Pledges - (Chris Chase)

Chris reported on current status of pledges, and informed board that a subgroup of members who did not renew their pledged for 2023 (75 in total) needed to be researched to discover the reasons for this. It was suggested that Chris could work with Robin Loving, who chaired the pledge drive, to contact those who haven't pledged yet, encourage their pledge, and/or discern the members reasons for not doing so. **Some Board members feel now is not yet the time to ask those who haven't pledged in 2023 to do so; this action will be tabled until more of our structure is stabilized. (added to minutes, June 8, 2023)**

Having completed the Agenda, Joan invited any visitors who wished to speak, to do so.

Dan Neuspiel reported on an online conflict resolution workshop he attended recently, presented by a Rev. Lyn Cox. Dan felt it was outstanding workshop and recommends that the Board obtain more information about Rev. Cox's availability to provide this kind of training for UUFSMA, as we work to resolve the conflicts that have so affected the Fellowship.

Joan asked Dan to contact Rev Cox for more information on costs and how this would be carried out; noting that this direction is in line with the motion passed at Annual Meeting that provides reserve funding for a qualified consultant to assist with conflict resolution. She also noted that we should ensure that the HCT is aware of this potential lead.

No other business being presented, Joan requested a motion to adjourn.

Motion to adjourn the meeting, at 3:30 pm

Moved by Anne Geyer

Seconded - Jurgen Ahlers

Unanimously approved

Respectfully submitted, June 8, 2023

Approved with amendment

Susan MacDonnell

Secretary, UUFSMA