

UUCJ Board Meeting Minutes

Sunday, September 10, 2017 12:45pm

In attendance were Ranjan Batra, Maureen McGuire, Patricia Ice, Susan Voisin, and Justin McCreary. Stacy Callender was an observer.

1. Chalice Lighting

2. Check-in
3. Minutes from last regular board meeting were read and approved.
4. Reports
a. Secretary's Report on Rental Agreements, Etc. --Susan will propose changes to rental fees. There was a discussion of keys, thermostat--who is in control? Will Brian be on Living our Values Team and work on Buildings and Grounds? Use of church by members needs to be approved and placed on calendar. Need to know times that building will be cleaned. Maureen will contact Lisa Kersen.
b. Minister's Report
A motion was made and passed to accept the report.
c. Treasurer's Report

1. Alignment of Budget with Bylaws
We need to move money from savings/money market/Schwab account to meet current needs. Maureen moved that we move \$5000 from the money market account. The motion was seconded and passed. Maureen will check into the logistics.
2. We need to determine the source of funds for certain line items, including Sunday music
3. Creation of Budget for 2017 canvassing--Need to put out a call to different ministries to see what they need and want to do. Justin will email them. Maureen suggested a dinner/comedy show/auction to raise funds. She will pursue that. Patricia suggested we have a special board meeting to discuss finances.
d. President's Report

1. Board Retreat at the Lumumba Center--Interactive discussion was good.
2. Responsibility for duties not covered in by-laws (maintenance of electronic equipment, thermostat, office supplies, UUCJ keys, new office door, etc.) Buildings and Grounds will look into the door.
3. Frequency of Board meetings--Special meeting in October. Regular meeting second Sunday in November.
4. UUCJ building security: Patricia talked to the Sheriff's department and JPD and they are willing to have someone here for \$20 per hour. Ranjan suggested putting it into the budget pre-canvas.
5. UUCJ move or renovation and possible Capital Campaign: Need to find out when Real Estate agreement runs out.
6. Child Care worker re-hired (Caroline Huey): Patricia thinks we should pay her \$15 per hour at the rate of 3 hours per week. Personnel committee should look into it.
e. President Elect's Report

1. Possible change of the \$100,000 bequest from BancorpSouth money market account to another type of higher interest bearing account, etc. Ranjan will talk to Charles Schwab about getting control of funds.
f. Trustee Report (s)
g. Other Reports (including Past President) EOB report taken under advisement.
5. Announcements : next meeting October 12, 6:30 at the McBatra residence
6. Closing and Extinguishing the Chalice 2:45pm adjourned.

Special Board Meeting October 12, 2017 A special board meeting was called to discuss finances. In attendance were Ranjan Batra, Maureen McGuire, Patricia Ice, Susan Voisin, and Justin McCreary.

Water bill and lead in water. The water bill was listed under other address. Billing department is looking into it. Jodi and Paul need to move ahead with lead issue. 82ppb lead content. 2.

Schwab: Need to set policy of who has signing authority. Two people would be sufficient.

President should be on, past president on until January, and then President Elect comes on then. Ray Shenefelt is currently getting all Schwab mail. Currently about \$67,000 in account. (1) The president will become the primary contact for the Schwab account.

(2) Henceforth, the Past President will drop from having signing authority and the President Elect will be given signing authority between November and February. 3) In 2018, Ray Shenefelt will no longer have signing authority. Motion was made and passed unanimously. 4. Motion to allow

Judy Williams to access financial records was made, seconded, and passed. 5. 3rd Quarter Financial Report. We need a volunteer to help with notifying people of their pledge status. Will ask Judy first. Motion was made to move \$17,000 from the money market account to the checking account. Motion seconded and passed. A letter came from Regions about the Renee Rosenfeld memorial account. Need to find out who has signing authority.

Homework: Review the expenses