

NATURE COAST UNITARIAN UNIVERSALISTS, INC
BOARD OF DIRECTORS MEETING
13 AUGUST 2018

Members Present: Joe Verdi (President), Sheila Woods (Vice-President), Rob DeRemer (director)
Bree Hill (director), Gordon Dinmore (director), Linda Myers (director)
Guests: Joan Burnett, Judith Englert, Matthew Ciszewski

The meeting was called to order at 2:05 pm. A quorum is present.

I. Additions to Agenda

II. Minutes of Previous Meeting

1. No corrections were made, so the minutes stand as distributed.

III. NCUU Covenant of the Board of Directors

1. Board members took turns reading a section of the Covenant.

IV. Reports

1. President's Message

The beginning of Service is taking too much time. Speaker is not starting on time. Joe Wetzel sent an email about a speaker not starting till 11:15-11:20am. The speaker is to get 30 minutes to speak on his/her topic. If things are running late the Service Leader needs to drop the last hymn. Announcements need to be shortened. We will no longer read all the announcements unless they are on the week coming up, such as the BoD meeting or Pot Luck, etc. Announcements are printed out and added to the Order of Service and also will be posted on the Bulletin Board in the foyer. Amy will also put them on the website. They are to be sent to ContactNCUU@gmail.com with "Announcements" in the title. One announcement that will be given at each service: out of respect for the Service and the Speaker, please save conversation for Coffee Hour and please silence your cell phone. We will also do the Welcoming to Sunday Service message and the rest of the order of service. The President will do the Announcements the first Sunday of every month, and the announcements on the following weeks will be done by Linda Myers (Sept 9), Ellen Saunders (Sept 16), Rob DeRemer (Sept 23), Bree Hill (Sept 30), Joe Verdi (Oct 7), and Sheila Woods (Oct 14). Three to four Board members need to monitor the email. The password was given to all Board members so they can become familiar with the process. Three to four people will be assigned at the next Board meeting.

Handicap Signs: Joe Verdi has ordered 2 more Handicap Signs for now. There would be a total of 4 signs available. There was discussion about the need for paving to conform to requirements of the Disability Act of Florida. We need estimates of the cost of pavement.

2. Treasurer's Report

Everything is fine at this time. Pledges are \$58,032. Plate collection was up \$1750. Last month there was a donation of \$1000 in the plate. Anyone who has spent his/her own money for NCUU expenses and needs to be reimbursed should place a self-addressed stamped envelope with the receipt in collection plate. The Treasurer will mail a check. Donation slips need to be available for anyone who needs one for tax purposes.

3. Committee Reports

No corrections were made, so the minutes stand as distributed. The Grounds Committee needs to be reimbursed \$325 for the pump repair.

V. Unfinished Business

1. Fall Concert

Linda Myers stated that tickets can be purchase tickets from Pam Ricker for \$15 each. The Concert Committee needs Volunteers to help with the Concert- sell coffee, parking, taking tickets, ushering etc. Each Volunteer who does volunteer for 2 days gets a free concert ticket, if you only do one day you must purchase your own ticket. Please see Pam Ricker for more information on volunteering or for tickets.

2. ABC & P Sale

This has been put on hold until the first Saturday of Feb 2,2019

3. More P&P

- i. Do we need a safety deposit box?
- ii. Documents- Ch. 6 and ch.6.5 Emergency Medical Procedures. Page 12-13 on manual. Gordon Dinmore has a hard copy of procedures. Chapter 6 was read over to the Board Members leave as is. Delete blood pressure cuff and the stethoscope from that chapter as it is not needed. Emergency Response will be called and there is an AED onsite. Add Location of AED it is in the hallway across from the kitchen. Write the church address above the landline phone: NCUU, 7633 N Florida Ave., Citrus Springs, Fl. 34434.
- iii. Bree Hill stated that the aisles in the sanctuary need to be 42" wide for code enforcement. The aisles need to be that wide due to wheelchair, motorized chairs or walkers to be able to get through if needed during an emergency. They were measured and the chairs were rearranged.
- iv. Behavioral Documents will be reviewed by Tom Hibberd and Joe Wetzel: How to deal with difficult people.

VI. New Business

1. Appointment of John Comer as Treasurer

MOTION by Rob DeRemer, second by Gordon Dinmore, that John Comer be appointed Treasurer of NCUU and that he be paid \$100 a month. Passed unanimously.

2. Card and Appreciation Gift for Nick Kalfas

Nick Kalfas will be sent a card, Certificate of Appreciation plus also a gift card. Gordon Dinmore will get the gift card to Nick's favorite restaurant and mail it out along with the gift certificate. Judith Englert will get a card and have the members of the church sign it on Sunday August 19, 2018, then mail it out to Nick for his appreciation for his long service to the church.

John Comer is meeting with Nick Kalfas on Tuesday August 14, 2018 to go over the Treasurer duties and accounting procedures.

3. Calendar for Board Responsibilities

Voicemail from church land line. Call forwarding can be done. Linda Myers will monitor messages on Wednesday and Sundays through the month of August 2018. Concert Committee may monitor the phone doing that time the Concert is to be given, then turned back over at a later date as needed.

VII. Other

1. Book Sale

Peg Gotz and Julie MacDonald will also be doing a book sale also on Feb 2, 2019. Please donate books. They may be able to store them in shed if possible without damaging them or bring them in January, 2019.

Shelia Woods will put out an Email Blast to hold onto your Books till the date comes closer to the book sale. Shelia also will do an Email Blast for the Announcements and Concert.

2. Collection plate

The Sunday Service Committee must go over the procedures for the collection of money and pledges on Sundays. The procedures have not been followed in these past 2 weeks. There was no collect plates past on the left side of the church or the left half of the middle aisles. This must be taken care of. The Birthday Cake Fund will be collected by Judith Englert and Joe Verdi.

The meeting was adjourned at 4:00 pm.