**Nature Coast Unitarian Universalists, Inc.
Board of Directors’ Meeting**

**Minutes**

**Oct. 19, 2020**

\* See Note at end of minutes

**Attendees:**
**In Person**: Bree

**Zoom:** John, Connie, Shirley, Amy, Pam, Tom, Margo
**Guest via Zoom:** Rob

1. **NCUU Covenant**
John summarized the covenant, and everyone agreed to it.
2. **Approval of the Sept. 14, 2020, Minutes**Shirley moved and Amy seconded to approve the minutes. The motion passed unanimously.
3. **Treasurer’s Report** (BVR Report attached to the agenda.) Pam asked if the artist has been paid for the portrait of Joan Burnett. Rob said he sent the artist a deposit, but he’s not seen the portrait and he’s not going to pay for it until he sees it. Rob said at the moment, there’s $880 in the portrait fund. In the share-the-plate relief fund, there is $505. He said he did send a check to UUA Disaster Relief, but in looking through the minutes, he didn’t see that the board had agreed to that. The balance in savings is $220,288. The checking is $6,699.52.Connie moved and Amy seconded to accept the BVR report. The motion passed unanimously.
4. **President’s Report**

John said some people are inquiring about when we can open the church, but the UUA guidelines say they don’t want us to return until May. John said the Citrus County Chronicle reports our area has more cases of COVID than the last time they did a report.

1. **Clerk’s Report**Margo said there were concerns after she sent out the minutes from the September meeting about what we actually had decided about relaxing Robert’s Rules of Order and about whether we had formally adopted the policy for rental of the building for memorial services. She said she felt that on certain items, like transferring money, it would be appropriate to use the Robert’s Rules methods of calling for a motion to approve, a second, discussion, and the vote, including yays and nays. John said it is his understanding we would continue that procedure.

After more discussion, Amy proposed that Margo and others whom Margo might ask for help should come up with the language for relaxing Robert’s Rules that could be inserted in the Policies and Procedures manual to replace the existing language. The existing Policies and Procedures language requires the board to operate under Robert’s Rules of Order, Amy said.

 Tom suggested keeping the existing language in the Policies and Procedures manual since we are in
 some ways still operating under Robert’s Rules and for the board members to agree among
 themselves to operate informally. Amy said that by not changing the language in the Policies and
 Procedures manual, a different board might feel compelled to operate under Robert’s Rules.

 Tom said that means that we would have to go through all of Robert’s Rules and spell out which
 ones apply and which ones don’t, which seems like a “Gargantuan task.” It would be simpler if this
 board decided, informally, to operate under Robert’s Rules, but in a relaxed way. Shirley said she
 thinks everyone agrees that the board just wants to keep the meeting moving and not get bogged
 down on Robert’s Rules.

 After more discussion, Amy summed up that three votes would be necessary 1. To relax Robert’s
 Rules; 2. To accept the fee structure for renting the building for memorial services, and 3. to
 add the changes to the Policies and Procedures manual.

 John called for a motion. Amy moved to strike Robert’s Rules from the Policies and Procedures
 manual. The vote was 4-4. John voted but Amy pointed out that under Robert’s Rules, the president
 breaks a tie. Thus, John shouldn’t vote twice. John said he would like to postpone the vote until
 the next board meeting and everyone should do his/her/their homework in the meantime.

 The next item was to vote on the fees for renting the building for memorials. Since the board
 did not have the report outlining the fees, John proposed tabling the matter till the next meeting.

 Rob asked for clarification about if the fact that the congregation voted to transfer money to the
 Media and Technology Committee means the following: take $1,000 from the Sunday Service
 Committee fund, take $590 out of the former Media fund, and $1,300 out of advertising, plus the
 the balance of $869 that the Media and Technology Committee already has to total $3,759 for
 the Media and Technology Committee. John said that was correct.

1. **Standing Committees**

**Building Committee.** John said the committee is just waiting for service people to return calls about
replacing one of the church’s windows with a door.

**Bylaws Committee.** Amy said the committee wasn’t able to meet because Mike Taylor was sick. Bob Madeiros is going to be busy with election matters during October, so the committee will probably be meeting in November. Amy said Margo has requested to attend the meeting.

**Caring.** Connie thanked those who are helping prepare or purchase meals for
Sheila Woods and her husband for about four days each time Sheila receives chemo. Charlotte Langley is reported to be under hospice care.

**Council of Committees.** Connie said there is no report because the council hasn’t met. It meets about every three months. John asked if the next meeting is scheduled. Connie said not yet, but she’ll schedule one.

**Denominational Affairs.** Bree said she had attended a cluster meeting and there’s a possibility of an online Christmas service for those congregations in the cluster.

**Finance Committee.** Shirley said she didn’t have anything more to report than was in the report the committee submitted for the board meeting. The committee’s next meeting is Nov. 7. The committee has moved its meeting date from the last Saturday to the first Saturday of the month.

**Grounds.** Bree said she is clearing a path between the building and the hedge to accommodate a walkway from the proposed door. She said she has a pretty good idea of the plants that will need to be removed. She said she’s working on it month to month so she’ll be ready when the door is put in and there won’t be a last-minute panic.

**Long-Range Planning.** John said Bob Madeiros has been tied up with the upcoming election.

**Media and Technology.** Amy said Gordon will be able to purchase a PC, now that the funds are being transferred to the committee. She said she’s already purchased Word and Excel software and will be sending the receipts to Rob. She said the committee will meet sometime this month.

**Membership.** Connie said Holly has been away but has been meeting with some people who are friends and has showed them the building. Connie said she believed the committee would be meeting Oct. 21. (Holly later said she was canceling the meeting because there was nothing to report.) Wanda has sent out a revised membership directory. Connie said committee members have been trying to reach members of the congregation to see if everyone is OK. She has tried to make phone calls especially to people who don’t have email or who don’t use it. She listed some people who have been difficult to reach and some of those whom she has reached.

She said she sent out the newsletter because Holly was unable to do it. We still have the ad running in the Chronicle newspaper. Connie said she’s been monitoring the phone, but most of the messages are from people trying to sell something. Someone contacted her about being put on an email list, but she doesn’t know what email list they were referring to. She asked anyone who has friends who’d like to “Zoom in” to contact her.

Amy asked if Connie knows if we’ve attracted any new members from the newspaper ad. Connie said she would have to ask Holly. For example, she’s not sure how Ignacio found us.

Tom asked if the board understood what committee reports are. John said he gives people on the committees a chance to talk at the board meetings and update the board if something comes up after the committee has submitted a written report.

**Religious Education.** There is no chair, so there is no report.

**Social Activities.** John said the committee’s Wednesday evening Zoom get-together seems to be going pretty well.

**Social Justice.** Tom said there’s no report. Connie said we need to do another share the plate this month. She said she’d like to do a social justice forum. Amy suggested sending the money to the people of the Gulf shores of Alabama, who were hit hard by Hurricane Sally. Shirley previously had spoken about this. John asked if there might be a food bank in Alabama that could use the funds. Shirley said she’d look into it. Rob asked if some money might be set aside for the people donating food to Sheila. Connie said nine volunteers are pitching in, and so far, that has worked well. John asked if Rob would like to make a motion about this issue, but Rob said he just wanted to raise the matter. John thanked him and said the matter could be revisited if the food donations become longterm.

**Sunday Service.** Pam said there was nothing to report other than what was on the report she submitted.

**Old Business**

Connie said she and Pam had gone to see the portrait of Joan Burnett and it’s almost done. They asked the artist to make a few changes, which she will do. Connie said the artist’s husband is in the hospital, so Connie told the artist to just let us know when the portrait is finished.

Pam said she understands that there’s some money left in the portrait fund and moved that some of the money go to Gordon Hart for supplies. He’s making the frame. Tom asked if the motion includes labor. Connie said Gordon was donating his time and she isn’t sure if he’ll take the money for supplies. Amy, Tom, Bree, and Margo seconded the motion. The motion passed unanimously.

**Unfinished Business**

John said the board was going to leave unfinished the issue of operating under a relaxed version of Robert’s Rules of Order. At the end of the meeting, Amy said she thought at the Bylaws Committee,
the committee would break things out about Robert’s Rules, including why this was brought up in the first place.

John said the board also would leave unfinished the matter of the fees for renting the church for memorials. John said he thought we already had dealt with the matter. Margo said the board just hadn’t voted on it. John asked Connie to look for her notes on the matter. Connie got up to look for her notes, and while she was searching, John moved ahead to New Business.

After the New Business items were discussed, Connie reported she had found the fee schedule for renting the church for memorial services. They are: Current members and members’ spouses are free. Donations accepted. Building: $50 an hour, two-hour minimum. A microphone is included. Kitchen: $25. Cleaning: $75, a fee that is set with the cleaning people. Media: $50, which is for set up and break down of equipment for a video or slideshow. Renters don’t have to choose a media option. The cost for musicians is negotiated with the performers. Shirley moved and Pam seconded that the board accept the fees. The motion passed unanimously.

 **New Business**For an item about “Connect With Conversation,” John said he was wondering if the board should reinstitute the book club. He said he always enjoyed it. Connie said it would have to be some other day than Wednesday, which is when “Connect With Conversation” takes place. She asked if anyone had attended the most recent session and none of those present had attended. She said not too many have been attending and asked if the group needs something more exciting.

 Amy said it might be nice if we did games or something because it often seems that just one or two people dominate the conversation at “Connect With Conversation.” Connie said she hesitated to organize something like this and add something else to her plate – although she wouldn’t mind doing so. Amy said she wouldn’t mind organizing a game and has a Bingo set. She suggested designating one of the Wednesday nights as a “Bingo” night. John said Amy should pick a Wednesday, announce it in the newsletter, and “We’ll go from there.” Connie said she’d be glad to e-blast members about the Bingo game.

 Tom said if we do a book club, he has a suggestion. John said he thought we’d put the idea about the book club in the newsletter and see what happens. Tom suggested that instead of everyone reading the same book and analyzing it, it might be interesting if everyone came in and talked about a book he/she/they had read so members could share with each other. The problem of analyzing the same book is that most people will hold similar views, Tom said. John proposed we might break the book club into two sections – one in which everyone reads and discusses the same book, and one in which people discuss the books they’ve read.

 Pam asked if Tom might make a list of new donations the NCUU library receives and put the list in the newsletter. Bree suggested the NCUU library be open on Grounds Day, the first day of the month. Tom said a lot of work needs to be done in the library and it would be good to have a designated time when people could come to help. Bree said it would be nice if people could come and look at the books. We could social distance. Pam asked that information about this be put in the newsletter and said she would send information to the newsletter about a book she plans to donate to the library.

 On a New Business issue about recording the Sunday service, Margo said that when there is a long
discussion session following the Sunday service, the video file that she is recording is too large
to upload to Vimeo, the service that converts the video into a link we can use on our Website.
She wondered if the board would want to spend $20 a month with Vimeo to allow for large files
to be uploaded. After discussion, Pam moved and Tom seconded that just the Sunday service be
recorded and the discussion session omitted. Pam added that the Sunday service will be changed so the chalice extinguishing comes before the question and answer session, as was the case when we met in the building. The motion passed unanimously.

 Board members chatted about the upcoming election and about some of the efforts they’ve made
to contact voters. Amy said she had a link for the Lincoln project, which she will ask Connie to send out. If voters have problems, they can contact the Lincoln project.

**The next board meeting is Nov. 9 at 10:30 a.m. via Zoom.**

 \* ­ The financial information about the Media and Technology Committee’s budget, which was
 discussed in October and November, is accurately reflected in the September minutes and in the
 letter that was sent to the congregation, asking for approval of a budget transfer.