

Unitarian Universalist Congregation of Gwinnett
12 Bethesda Church Road, Lawrenceville, GA 30044

Board of Trustees Meeting

August 15, 2018 scheduled 7 to 9 PM

Attendance:

Present: Marcus Kabel, President; Bill Benshoof, Vice President (by video); Terry Welsher, Secretary; Ally Perras, At-Large; Nathalie Bigord, At-Large; Daniel Bailey, At-Large, Rev Jan Taddeo. Guest: Barbara Stahnke

Quorum present: Yes

Proceedings: Meeting called to order at 7:14 PM with opening words by Rev. Jan

Minutes approval for the July meeting was done by e-mail.

Guest Barbara Stahnke representing Finance Committee: Marcus signed Form 8822B which is required when “responsible party” changes. Officers will be required to go to a branch of BB&T to sign signature cards.

Policy-Based Governance (PBG) – Rev. Jan presented an overview of PBG and answered questions from the Board. Policies will be implemented “piece by piece” as the Board considers them.

Standing Items:

Minister’s Report: Main topics were Growth Task Force, Property Beautification Team, new rental with Lazure Learning Village Home School Cooperative, 2019 Pledge Drive and Student Minister, Josh Gentry.

Rev Jan is working on the Pledge Drive. She will be hosting a “lead givers” event at her home in September.

Rev Jan asked that the BOT consider some financial support for Josh from the \$1000 donated from the Endowment Fund. A covenanting with the Student Minister had been scheduled for August 26 but was rescheduled for September 9.

Attendees have not yet been identified for the Atlanta Extended Learning Experience. Rev. Jan will re-send requests to LDC.

Financial Report: Fiscal position still sound but time is nearing when proceed from the Refinancing will be needed. Marcus will look at the Financials. Credit card has arrived.

There is one card with a \$500 limit but two accounts. [Rev Jan provided the following explanation later]: Apparently the provider needed to set up a second card account because the minimum limit is \$1,000. We only wanted a \$500 limit, so this card we have has a \$500 limit and a card that doesn't physically exist has a \$500 limit. We get two statements with one being the "master account" that shows activity on "all" the cards, and then one for the active card. LaTreisha and Rev. Jan have set up a procedure for logging charges as they are made and attaching receipts so that when the statement comes in there is back-up paperwork for all the charges.

Finance Committee Report: Met on July 29 to partition Treasurer tasks among President, Vice President and Secretary. Nathalie asked about process for signing up for counting. Barbara will send Sign-Up Genius access to Marcus so he can remind people. BOT members are encouraged to sign up.

Treasurer Recruiting: Rev. Jan is continuing to work on this in cooperation with LDC.

Committee Reports: None submitted.

Board Retreat: A new date was set – October 27, 10am-5pm.

Cell Tower: There was a brief discussion. We will need a consultant to help evaluate options and make the sale if we decide to do so.

September Board meeting: Wednesday, September 19. Nathalie will stand in as Secretary since Terry will be out of town.

Meeting adjourned at 9:10 PM

Minutes submitted by Secretary, Terry Welsher