

**Minutes of the Board of Trustees Meeting**  
**April 09, 2003**  
**Unitarian Universalist Fellowship of Columbia**

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**Members Present:** Becky Dickey, Kevin Meredith, Mary McGriff, Bill Meller, Regina Moody, Sloan Christian, Sandy Chubon, Joe Long

**Members Absent:** Amy Grimm, Dwight Pregler, Andrea Derrick

**Ex-Officio:** Patrick Price

**Guests:** Audrey Muck, Sharon Walters, Gertrude Edge, Mike Paget, Tom Turnipseed, Judy Turnipseed

**Call to Order:** Kevin Meredith called the meeting to order at 6:10 PM.

**Opening Words:** Kevin. read the opening words.

1. **Last Months Minutes:** The minutes of the previous meeting were read. It was noted: in item #7, Survey on Ministry, there was need for substantial rewording. In the first paragraph change 'some recommendations' to 'recommendations on the survey and the cover letter', 'changing the nature of our intent', to 'expanding the role of the MRC and expanding the term Ministry', and removing the last sentence 'Concerns may be premature until we get the survey results'. In the second paragraph change 'what the issues are' to 'the need for the survey', and combine that with the next sentence, and change 'never get any follow up' to 'receive little follow up'. In the third paragraph change 'Augusta, Georgia ministry is structured and that we are outdated as a ministry' to 'Augusta, Georgia UU congregation is structured and thinks we should look at their areas of ministry as a model', and add the next sentence 'and she (Regina) feels that are bylaws are outdated'. Also in the third paragraph change 'objective was not clear' to 'objective of the survey was not clear on the cover letter'. Becky made a motion to accept the minutes, conditionally pending update, the motion was seconded and passed unanimously.
  
2. **Staff Reports –** The staff reports were read. It was noted that all of the reports were sent on time. Regarding the issue of 'bounced checks' Kevin talked to BB&T and we may be able to recover some of the fees. Regina noted that Patrick had requested to be a delegate at the District Meeting and his name should be added to the list of delegates.  
  
Regina questioned Susan's report and the statement Susan made about not getting certain reimbursements. Discussion was deferred until the treasure's report. Mary M. made a motion to accept the reports, the motion was seconded and passed unanimously.
  
3. **Treasurers Report:** Mary H's pulpit editorial was successful as pledge receipts are up. Regarding Regina's question of Susan's report on reimbursements, Joe stated the RE fund has a separate account with funds periodically transferred in from the UU account. Due to the poor cash flow over the past few months, the RE transfer had not been made. Mary M. questioned the Youth Coordinator being paid from the general fund when the position was funded from fund raising events. Joe will investigate why this shows as an expense and report back. It was questioned why the Endowment Fund had decreased when no

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disbursements had been made. Joe explained the decrease was due to the money markets being down in general.

4. **Audit Status:** We will have the results presented at the May board meeting.
5. **Canvas Update:** Becky stated the pledges are up to \$80,000.00 and that there are still some activities yet to complete.
6. **Committee Funding Requests Due by April 13:** Kevin asked everyone to remind all the committee chairs that April 13 is the deadline for their funding requests for next year's budget.
7. **Beltane Funding:** Kevin stated that we are short on funding for this year's celebration.
8. **Sound Board:** It was noted that John Reed had bought the new sound board equipment. At no expense the sound board will be moved to the back of the sanctuary to enable those running the board to better control the sound and the microphone changes.
9. **District and Annual Meetings:** Kevin advised that we may need more delegates. The District Meeting is in Charleston this weekend and Patrick can sign in delegates if additional members attend. Patrick, Judy Turnipseed and Regina are going. Joe moves that we accept these three delegates and that we accept that Patrick can sign in additional delegates, the motion was seconded and passed unanimously.
10. **Amy Grimm Update:** Amy has accepted a position in El Paso, Texas. Kevin stated the bylaws require a  $\frac{3}{4}$  vote to remove a Board member. We will determine how long Amy will be in Columbia and defer to the next Board meeting. Regina suggested we have a going-away party for Amy.
11. **Hail Damage:** We believe there may be enough hail damage to the library roof that we can file an insurance claim. Kevin and Patrick will get a repair estimate.
12. **Pat Griggs, District Treasurer, Inquiry:** Pat Griggs contacted the UUFC to see if we plan to pay our fair share contributions this year. The amount due in June would be approximately \$7,000.00 and would cover the District and UUA dues. As we did not budget for this expense this year, Kevin will send our regrets.
13. **Coffee Houses:** Mike Paget stated the coffee house is on the nation circuit and that this Saturday will be the last event. When the word got out that the coffee houses were ending, many expressed concerns. A petition was distributed at the last coffee house and was signed by over 50 people (plus about 30 emails) who want the coffee houses to continue. As an interested party, Mike stated that, if the coffee houses are to continue, it would take many volunteers who are dedicated and committed. It would take a committee that had the help of Susan Corbett and Jimmy Riddle.

Mike asked where the Board felt the fellowship stood on the coffee house issue. Sloan concurred that we need a committee but that we need a different person to coordinate the

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volunteers because she felt she had been treated rudely as a volunteer. Joe stated the responsible committee lead should be a UUFC member. Patrick suggested that Susan not be on the committee but that she may be able to help with the bookings, just not the overall coordination of events. Regina stated the committee needs a clear charter regarding their responsibilities and money handling. There was a general discussion of how such a committee would be established and approved. Regina suggested we have an after-service lunch to discuss. Mike asked for the Board's support in his further investigating the possibilities of continuing the coffee houses. The Board told Mike he had that support and thanked him for his efforts. Mike hoped to have a concept to present at the next Board meeting. Kevin suggested we formally thank Susan for all her hard work with the coffee houses over the years.

14. Committee Appointments: Andy Hendin has been appointed the co-chair of the Kitchen Committee.
15. American Friend Service Committee: Judy Turnipseed stated that this organization sponsors training for peace activism and is in need of more space in which to operate. She asks if the UUFC will co-sponsor this training and donate the space at the UUFC. We checked and the calendar is open on April 16 from 6:30 to 8:30 PM. Becky made a motion to co-sponsor and to donate the space, the motion was seconded and passed unanimously.
16. Survey on Ministry: Audrey passed out an updated cover letter and explained this is a survey of the ministry at the UUFC, of Patrick, RE, the Board and committees and how we are doing. The MRC had been asked to do such a survey. If the Board approves, the survey can be mailed April 12 with a date of April 25 for participants to respond. The results would be presented at the June Board meeting.

Regina suggested the opening of the cover letter should reflect what the Board stated in the November minutes about putting in place a ministerial evaluation process. Regina stated this all started as a way to evaluate Patrick but has turned into a much larger scope and that the Board was not fully aware of how big the issues are. Regina would rework the cover letter for clarity. Sandy stated she believes we had intended to evaluate Patrick and the staff and the survey goes beyond that. Several Board members stated they thought the November minutes intended us to provide a simple evaluation form.

Kevin suggested that Regina, Sloan and Sandy work with the MRC to complete the cover letter and survey to present at the next Board meeting. Regina stated, as next year's focus will be on reviewing our ministry, maybe the timing of this survey is premature. The Board put the survey on hold and directed the MRC to develop a minister's evaluation form/process and to send the Board a draft before the next Board meeting. The final evaluation form/process should be ready for review at the June Board meeting and the existing 2002-2003 Board will perform the evaluation. The Board expects the MRC to provide the evaluation form, itself, and guidance on the evaluation process.

17. Summer Theater Camp: Elizabeth Revelise proposed that the UUFC entertain the idea of holding a summer theater camp for kids. It would be a 4 to 6 week event, every day of the

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week. She requested the UUFC donate the space and act as a co-sponsor. It was noted that there would have to be a background check on all of the teachers and there are other liability issues to address. There was discussion on how such a concept could be profitable and yet affordable to the attendee. RE stated that they do not want to be directly involved and, that if this goes forward, Elizabeth would have to be the coordinator. The Board approved moving forward with the concept but without the co-sponsorship of the UUFC and as a regular facilities rental, not a donation of space. Kevin will advise Elizabeth.

18. The meeting was adjourned at 8:25 PM. Next time, Regina will bring the food and Bill will provide the reading.

Humbly Submitted by:



Bill Meller  
Secretary, UUFC Board of Trustees