

**UUCF Board of Trustees Meeting
6 October 2024**

Members Present: Mark Umbriaco (Chair/President) Colleen Clay, Thomas Contreras, Sherlan Neblett, Sean Thomas, Janice Paton, Harry Langenbacher, Mary Botts, Patrick Manion

Call to Order

Meeting called to order at **1:06pm** by Mark Umbriaco.

Chalice Lighting by Mark Umbriaco

Agenda Item #1: Approval of Congregational Meeting

Sean Thomas moves to accept minutes for Congregational
Janice Patton seconded

Vote is unanimous

Agenda Item #2 Minister Resume

Sean Thomas spoke about the qualifications of a potential candidate
Need for job description before
Need to define duties of board vs. search committee.

Agenda Item #3: UUA Ministerial Search

Ad hoc mini search committee
Sherlan Neblett, Dana Bianco, and Thomas Contreras
Ad Hoc Committee would fill out the "profile" form
Committee will design conduct survey

New UUA Regional Rep

The committee can conduct the survey. Perhaps after church discussion. We could survey and small groups live and via zoom

First congregational small group October 20th to express congregational opinions

Agenda Item #4: Contract Employment for Music Director; Update

\$400 per Winter Solstice and Christmas Eve
Will continue playing until end of calendar year

Attempt to send flyers to Cal State Fullerton.

Agenda Item #5: Endowment Changes of Authorized Persons

One person on the board, Colleen Clay is now currently authorized.
Three people who were previously authorized are now no longer.
UUA writes the check after the board authorizes.

Colleen Clay moves that
Sean Thomas becomes the second signatory to the Endowment
Mary Botts seconded
Vote Unanimous

The board decides how to spend endowment

Agenda Item #6: Proposed Accounting P & P

Colleen Clay presentation

The board should review all the signatories each time the board changes.

Policy and Procedures should delineate rolls, set thresholds,.

How to bring in money, how to distribute money
Need to build a culture of financial literacy
Changes are occurring to promote best practices

Moving transactions to electronic format

The bookkeeper, Susan should produce report
Quarterly and monthly reports will be produced
July August September

Mark Umbriacco moved to form a committee with Sean Thomas, Coleen Clay and Mary Botts
to review P and P and return the same after changes to the board
Sherlan Neblett seconded

Vote is unanimous

Agenda Item #7: Update and Restructure of UUCF committees

**Board members should look at current list on website and
Patrick**

Wants to do a volunteer job fair

Agenda Item #8: Board retreat and Planning

November 23rd at UUCF

Perhaps the board members should make a list of ten things the board should do to create a plan

Agenda Item # 9: Reminder to fill Google form for counting Money

It will be resent to board members

Agenda Item # 10: Volunteer Job Fair:

Job Fair Sunday November 17th a job fair will be conducted.

New to UU classes

Ordination of KC Marie Pandell

Next Board Meeting set for October 20th

Meeting adjourned at 2:43pm

Minutes recorded by Thomas Contreras