

**Amarillo Unitarian Universalist Fellowship  
Board Meeting Minutes**

**July 14, 2013**

**Members Present:** Keralee Clay, Eric Berg, Vicki Schoen, Martha Baird, Larry Campbell, Cyndy Walton, BJ Oppermann

**Members Absent:** Martin Sauer, Nina Stein

**Committee Chairs Present:** Tad Clay, Kenny White, Marilyn Van Petten, Nancy Stephens, Bill Stephens, Kristy Fuller

**Guests:** David Green

**Financials-** Eric Berg

Statement of Activities Budget vs. Actual Profit and Loss with Running totals (Bookkeeper: Lucy Southern) We don't do anything with Quickbooks. We give bookkeeping the numbers & she enters; she updates our computer monthly so that we have access to read only. Ms. Southern prepares monthly checks for most payments, handwritten checks are used only for payments which must be made at other times.

**Minutes**

June 9, 2013 Approved and seconded

June 30, 2013 Approved and seconded

**Committee Reports**

**Finance-** Eric Berg presented a **motion** that the signatories on our bank account be updated to remove Ryan Webber and Cyndy Walton. Eric Berg will continue and Vicki Schoen and Cathy Proctor will be added as current signatories. **Seconded** by Cyndy Walton. **Motion Approved.**

**Building Chair-** Tad Clay presented a bid proposal from CGC General Contractors for work which would bring our building into compliance with Americans with Disabilities standards. The bid totals \$14,216 , which would replace outside doors with sturdier doors and lowered thresholds as well as remodeling one bathroom to be wheelchair accessible.

Tad Clay also presented a suggested design for replacement of concrete walkways from the parking lot to the front door totaling \$3,872 which is included in the current budget.

**Motion** by Vicki Schoen. Call a Congregational Meeting on August 4, 2013 to present the above proposals and rationale for spending more than 3% above the current budget so we can move forward with both proposals in a timely manner. Keralee Clay will appoint a chairperson for a Fundraiser if needed to help cover the costs. **Seconded** by Martha Baird. **Motion Approved.** Martha Baird will handle email and newsletter notification to all members regarding the meeting.

New TV to be mounted in children's RE classroom for use of both Adult and Children's RE classes will cost \$329. Eric Berg proposed using \$250 from the President's Discretionary Fund and requested \$50 each from Children's & Adult RE budgets. Linda Jackson, Children's RE chair and James Doores, Adult RE chair have both agreed to contribute to the cost of the TV.

### **Caring Committee**

BJ Oppermann reported on Mary Kay Wells's behalf that she was very pleased with the response to Ryan's Services.

### **Membership Committee**

Marilyn Van Petten showed us a sample of postcards for visitors. Martha Baird and Marilyn Van Petten are going to work on options. The Membership committee will meet the week of the 23<sup>rd</sup> of July.

Tom Heidler has completed the Steps to Membership and requested to be accepted as a voting member. **Motion** by Cyndy Walton that **Tom Heidler** be approved for membership. **Seconded** by Vicki Schoen. Motion **Approved**.

### **Worship Committee**

David reported that we received a generous donation to replace the mini PC used for worship with a new Apple mini computer that will be in the sound equipment room. This will be a positive upgrade. Because this is a big investment we will need deadbolts put on the sound /computer room doors. Tad Clay will install the appropriate security.

### **New Business:**

**Committee Fair:** Martha Baird suggested that we hold a Committee Fair.

### **Ministerial Support Committee**

Keralee Clay will serve as Chair, with Eric Berg, James Doores, Claudia Stravato & Jane Wheat as members.

### **Old Business**

**Dwight Brown Leadership Experience** August 4 to 9 in Denton.

Martha Baird & Keralee Clay will be attending as our representatives.

### **Appointment of VP**

Tabled for next meeting. Email suggestions to Keralee Clay for persons who are willing to be appointed.

### **Assignments of Trustees to Committees**

Larry Campbell: Social, Publicity, Personnel

Martha Baird: Social Action, Building and Aesthetics

Martin Sauer: Communications and Children's & Adult RE

B.J Oppermann Membership, Caring, Worship

Meeting Adjourned 2:09PM.

**Next Meeting August 11, 2013.**