

## Agenda

BOT meeting in person and **on Zoom**

4:30 p.m., September 23, 2025

Board Members Present: Mark Genter, Kim Scott, Michael Sheridan, Kathryn Waple, Twink Barr, Dana Carpenter, Jimmy Reeves. Dennis McCulley via zoom

Congregants Jeanette Koshar, Gary Barnes, Jefferson Thompson

<https://us02web.zoom.us/j/86817869674?pwd=VL1A0B9o7UVVaqzNpxEmnETavKC7iS.1>

- Light a candle/Opening words
- Check-in
- Endowment Fund -Twink and Gary
  - Link to the Endowment Fund proposal:  
[w The case for an endowment fund.docx](#)
  - Twink worked with the Endowment Fund at her previous church for 5 years.
  - We can't do both a Capital Campaign and an Endowment Fund at the same time.
    - Building the Endowment Fund first will make the church stronger in the long term
  - Gary and Twink have the full support of the Generous Life Team for this project.
    - We don't want to compete with the Pledge Drive
  - Endowment Fund building is a multi year process.
    - Built from planned giving, property and stock. Also called legacy.
  - GLT needs the Go-ahead from the board. They have a step by step plan.
  - Finance committee is also looking at where to "house" the funds we raise- this is separate from the campaign.
  - There will be associated costs with running an Endowment Drive.
    - Internet
    - Legal expert
  - Kathryn moves that we move forward with the planning and research phase of the Endowment Fund.
  - Jimmy Seconds
  - All board members voted yes.
- Board Response to Congregational Feedback - Executive Session 4:45-5:45

- o Coming out of executive session this is what we decided:
  - We are going to have a moderator from the UUA hold a congregational conversation about recent events.
- Consent Agenda
  - o June 2025 Minutes Approval
  - o Minister Report
  - o DRE Report
  - o Finance Report - July and August
    - Mark Moves we approved consent agenda
    - Jimmy seconds
    - All aye
- Follow up from Board Training on September 6th, 2025
  - o [UUA Southern Regional Board Training 9.6.25 Kathryn's notes](#)
- Committee Structure Report - Kim
  - o This will guide the committee structure report
    - [Organizational Structure visual.docx](#)
    - [UUCW Committee Structure 9 20 2025.docx](#)
    - We are working towards a program church and this is part of that general overview work.
    - Reviewing our structure, how do our committees support our structure
    - Reviewing our covenant
  - o Making sure that the committee liaisons have an understanding of what the job is and have a pulse on the financial responsibilities so that decisions are being made from an informed place.
  - o Also promoting the organizational structure so people know how things work at the church.
  - o All committees serve at the pleasure of the board, and the board is able to delegate some committees to the minister.
  - o "Core Committees" is UUA language, these are ones they say we are supposed to have.
  - o Kim is also doing a financial presentation at the Program Council to help those volunteers understand the budgeting and finance process.
  - o

- Board Governance Policy Review
  - Church Covenant Work
  - Mission/Vision
  - Systematic action plan for this process:
    - Next step is communicating this info to congregation and starting work on covenant, mission and vision.
- UU Justice NC Safety - Michael
  - Kim is signed up for 4 and 6.
  - Mark is going to try to attend 4
  - If you can't make it, you will get the material if you register, but if you don't register you won't get the material
- Randy Peebles Plaque
  - Randy is going to talk to Thea and get back to Jimmy.
- Board Governance Monitoring (per schedule in the policy governance manual)

### **3.1 Minister**

In the following section the Board recognizes the role of the Minister in the church and the need for the Minister to function as the Executive Director of the church with the authority of the Board.

#### Minister's Role

- The Congregation will call a Minister as needed, as described in the Bylaws. The Minister will have the responsibilities and perform the duties as listed in the Letter of Agreement.
- The Minister will act as the Executive Director and Chief Executive Officer of the Congregation.

### **○ 3.2 Authority and Budget**

The Board's fiduciary responsibility for the affairs of the church is delegated in the following way to operate and financially plan for the church.

- The Board delegates authority to operate the church to the Minister as Executive Director.
- The Minister and the Finance Committee will prepare an annual budget and review it with the Board for review and approval before the Annual Meeting.
- The Minister will ensure that the church is properly insured.
- In the event of emergency (e.g., fire, hurricane, pandemic, etc.), the

Minister has the authority to cancel services and close the buildings. The Minister will inform the Executive Committee and, if time permits, try to achieve consensus before finalizing the decision.

- When the Minister plans to be off duty (vacation, sabbatical, medical, etc.), for more than a week (seven days), the Minister will delegate responsibility for operational and congregational needs and provide a written list of coverage to staff, the Board and others on the list.

Should an emergency arise, the church staff or the Board President will use their discretion to determine if the Minister should be contacted. If the Minister agrees to assume responsibility for the emergency, they should inform the Board. However, if the Minister is unable or does not wish to resume leadership, then the Board President will be in charge and will work with staff and congregational leaders (from coverage list, Board, and Chairs of affected committees) to address the emergency.

### ○ 3.3 Monitoring of Executive and Ministerial Performance

The Board will monitor the Minister's performance through review of the monthly reports and through other reporting as needed and specified by the Board.

- The Minister shall make a written monthly report to the Board of the highlights of the policies and accomplishments and challenges involved in the month's performance.

In addition, periodic performance evaluations will be conducted by the Committee for Ministry in accordance with the terms specified in the Minister's Letter of Agreement.

### 3.4 Executive Limitations

The Board placed the following limitations on the Minister:

- The Minister will not break the law except actions to take a moral stand in line with UU principles.
  - The Minister will not deviate from recognized and accepted business practices in the performance of duties.
  - The Minister will not deviate from the accepted budget by more than five percent (5%) without approval of the Board of Trustees.
  - The Minister, while representing the congregation, may not advocate for political candidates.
- Questions from Janette
    - How is the information from the policy manual communicated to the congregation?
    - The Pastoral Care Committee question about Alyssa's availability during leaves. - Holly is generally always the point of contact and this conversation is more for the PCP and Pastoral Care Committee rather than a board level conversation
  - Mark makes a motion to adjourn
    - Jimmy seconds
  - Closing Reading 6:34 PM