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**Unitarian Universalists of Southern Delaware**

**Board of Trustees Business Meeting**

**April 30, 2025**

In attendance: Paul Barnette, Donna Davis, Carol Huckabee, Beth Law, Linda Marsden, Jane Miller, Richard Wheeler, Rev. Heather Rion Starr

Guests: Lori Rocheleau, Ellen Lytton, Rand Lytton, Michele Warch, Kent Sprunger

Check In and Chalice Lighting

1. Call to Order- Paul Barnette called the meeting to order at 3:39 pm.
2. Approve Agenda- A motion to approve the revised agenda was made by Beth Law and seconded by Donna Davis. The vote was unanimous to approve.
3. Items for Action:
   1. Review/Approve April 8 Planning Meeting Minutes- A motion to approve the revised minutes was made by Carl Huckabee and seconded by Linda Marsden. The vote was unanimous to approve.
   2. Facilities Task Force Update & Next Steps - Lori Rocheleau: Lori presented 3 different options: a yurt (2 sizes), pole building (fit out or shell), and fully insulated building shell. Board decided that we would not rent a tent; we asked the FTF to get information on a pole building design that would be more aesthetically pleasing; we will ask Perroni to advise whether the structure should be placed in the front or the rear of the current building (left-hand side).
   3. Approval of BOT Motion for Annual Meeting - Paul/Richard: Richard requested to move the release date of all annual meeting information from 30 days to 10 days before the annual meeting. A motion to move the release date was made by Richard Wheeler and seconded by Jane Miller. The vote was unanimous to approve.
   4. Review & Approval FY25 Q3 Financial Documents - Kent: Kent presented the third quarter financial information. A motion was made by Jane Miller to accept the financial documents and seconded by Carol Huckabee. The vote was unanimous to approve.
4. Items for Discussion:
   1. Update from “Coffee and Conversation with the Board “ - Paul: About 8 people attended the last Coffee and Conversation meeting. A good conversation was held. Members felt a bigger building would be preferable, and an appeal could be made for additional funds if necessary.
   2. Staffing for Stewardship Ministry Team & Next Steps - Carol: The SMT has had a hard time getting off the ground. There are currently only 3 members due to some people dropping off; more people are needed. The team needs more clarity on what they should be focusing on. Linda Lewis will be bringing her ideas to the Board in June.
   3. Update on Ministerial Evaluation Process - Paul: 23 of 24 document requests sent out were received and a summary of those documents will be prepared.
   4. Documents Needed for Annual Meeting & Timeline - Paul: Carol has received 11 of 18 committee reports. We are ahead of the curve.
5. The meeting was adjourned at 5:09 pm.

Executive Session

Next Board Planning Meeting: Tuesday, May 13th at 10:00 am (In-Person/Hybrid).

Respectfully submitted-

Beth Law

BOT Secretary