

SUUSI Board Minutes
Saturday, July 19, 2014

Present at the meeting: Pinkie Bergmann (President), Derrick Peavy (Treasurer), Rebecca Wald (Secretary), Molly Lazar, Caitlin Muir (Sr. Youth), Ellie Brown (Jr. Youth), Rev. Michael Tino (Director-Elect), Rev. Tracy Sprowls, Steve Greenberg (Risk Manager), Susan Hill (Vice President), Martha Shore, Rachel Osborn, Amy Davis, Lindsay Bennett-Jacobs (Director), Louie Whitfield.

Pinkie Bergmann called the meeting to order at 3:48, following the Mugbook photo session. Rev. Tracy Sprowls provided some opening words, and the Board members checked in.

Three sets of minutes required Board approval: the fall and spring Board meetings, and the special set of minutes based on last week's e-mail correspondence. Martha moved that all three sets be approved and Louie seconded the motion, which was approved by acclamation.

Lindsay gave the Director's Report. Radford is handling larger conferences these days, so turnover between successive large groups has posed some challenges. This is the biggest SUUSI in many years, with the largest number of children. Because of these two factors, a lot of waiting and patience has been called for on the part of the Core Staff as details get nailed down with Radford. Next year we may need to pay more attention to early arrival logistics when dealing with Radford Conference Services. If things continue to be difficult, we may need to have a conversation with Radford about cost reimbursement.

The Communications staff have a lot of new initiatives to help connect people, such as paid Median staff, hall meetings/"hall skippers," and a conversation table at meals.

Bill Gupton presented on the state of the Endowment. The fund balance is currently \$6400. Once we have \$10,000 we can put it into the UUA Common Fund, have it professionally managed, and start earning returns. The endowment committee includes Bill Gupton and Sol Winner (plus the Treasurer ex officio). The purpose of the committee is not to manage the money itself, but to promote and publicize the fund among SUUSI attendees.

They would like a new section 8.2 added to the policy manual outlining the endowment fund guiding principles (see circulated proposed policy changes) and would like to have two people appointed to the committee. Sol Winner (2 years) and Wendell Putney (3 years) were nominated by the nominating committee to the endowment committee. Rebecca moved and Susan seconded that we accept these appointments, and the motion was approved by acclamation.

The proposed policy includes language specifying that undesignated donations to SUUSI over \$500 would go into the endowment. Rebecca proposed that we include an exception allowing the Board to override that in the case of urgent financial need.

Derrick Peavy presented the Treasurer's report. SUUSI is in a good financial position and our projected income presents no challenges to the planned budget. All the bills have been paid and the deposit has been made with Radford. This year's deposit with Radford went up by \$78,000 for unclear reasons; the estimated cost this year is less than last year's settled cost. Registration is currently at 1235, which is 100 over last year.

Derrick wants to set up an app so people can submit their reimbursement requests online and just upload their receipts, but this isn't ready yet. He points out that there is currently no real review of expenses submitted by Core Staff, so it seems pointless to require two written signatures on the form. Department heads would still need to log into the app and approve other staffers' expenses. Look for future updates about this in the fall.

Derrick has set things up so that people can donate a portion of their reimbursements (e.g., the loose change) back to SUUSI. Note that this doesn't return money to the department – it's still removed from the department budget but goes back into the general fund. We discussed whether there is a need for a policy to set a hard limit on driving reimbursement for meetings, and agreed that there doesn't seem to be a need at this time.

Derrick also suggested allowing Core Staffers to accept electronic transfers of their reimbursement funds, allowing SUUSI's bank to store their banking information. Steve objected that SUUSI might be held liable if there is a breach of confidentiality at the bank, so this proposal was shelved.

The Nominating Committee recommended that Rebecca Wald and Louie Whitfield, both current Board members, be appointed to the open Board positions. Susan moved that the nominations be accepted. The nomination was seconded by Caitlin, and the motion passed.

The Elections Committee reported that Jay Camp has nominated himself for the elected position. Caitlin has already made plans to talk to the teens and encourage them to run, and also arranged with the Youth program for any youth candidates to go talk to their constituency.

Susan reported on behalf of the SUUSIship committee. 44 people got SUUSIships, 24 of whom were under 18. Recipients included 10 NUUBI families (18 people) and 11 children of staff. We had a lot of unmet need this year. We were asked for \$24,000 and we only had \$14,000. This is the first year in recent memory that we haven't made exceptions to policies such as limiting the number of years a SUUSI attendee may receive SUUSIships. Priority was given to children of

full-time staff and to NUUBIs. People who have been coming for quite a while were told to find a staff position if possible, and many did.

We always get late applications for SUUSIships, but this year there was only a week between when registration opened and the SUUSIship deadline. Only half of people met the putative deadline, and more than half of our money was spent after the deadline. A number of people applied in the past week – mostly NUUBIs and children of staffers. The current cutoff date is probably unrealistic; we discussed renaming it the “priority deadline.” Susan is passing SUUSIships on to Rachel because she’s coming off the Board. We have \$360 left in the SUUSIship fund.

Pinkie presented for the Bylaws and Policies Committee. A proposed bylaws update was circulated 31 days ago. (See previously circulated material.)

Rebecca moved that we accept the proposed update to the bylaws, renaming the defunct “Leadership Recruitment” committee and focusing it on Leadership Development. Molly seconded the motion, which was approved by acclamation. Molly moved to accept the corresponding proposed changes to the relevant section of the policy manual. Caitlin seconded the motion, which was approved by acclamation.

Tracy moved, and Martha seconded, that we accept the proposed policy change banning the transport of non-staff SUUSI attendees in personal vehicles. The motion was approved by acclamation.

A discussion of mandated reporting followed. According to Virginia law, every person 18 years of age or older who is associated with any organization involved in the care of children is a mandated reporter. Steve gave his interpretation of the law: any situation involving the endangerment of a child that comes to ANY staff member, Board member, or volunteer (in the course of volunteering) is a mandated report. Steve wants us to emphasize this fact at the initial staff meeting every year: individual staff members shouldn’t be deciding whether something is reportable, they should report it up the chain of command. Pinkie will update the staff code of conduct, but we will need wording to cover volunteers as well. Thus, it may be necessary to add mandated reporting language to the general SUUSI participant code of conduct. Steve and Pinkie will work on the language for a policy this week and will hopefully have something for us on Friday.

There is interest in creating a short video about harassment which could be used at staff trainings. Amy will spearhead the effort to develop the video, assisted by Pinkie and Martha.

Caitlin, Pinkie, Rachel, and Ellie will host at the “getting on the Board” workshop on Monday. They will meet in the very far left-hand corner of Dalton, by Au Bon Pain. Rebecca will send an announcement to appear in the Monday NUUS and Pinkie will announce it at Ingathering.

The Risk Manager report will be tabled until Friday.

Derrick reported on some paperwork issues. He is currently tracking down signatures for the necessary insurance forms. We are working on trademarking the name SUUSI. Steve Greenberg also recommended registering “SUUSI” as a fictitious business name in Florida.

After closing circle on Saturday, Tracy will pick up any unsold donated books and dispose of them.

Election of Board officers followed. Pinkie volunteered to serve another term as president and Martha volunteered to be the vice president. Tracy volunteered to be the Board secretary. Susan moved that the slate be accepted, Caitlin seconded the motion, and it was approved by acclamation.

Rebecca will go to the 8am Core Staff meeting in Dalton on Tuesday and Thursday as the Board representative.

As a final request, Pinkie asked that the Board think about how to strengthen SUUSI’s institutional memory of people who have caused problems at SUUSI. The Board meeting was adjourned at 5:30pm.