



## 9/30/17 Board Meeting Notes

APPROVED 1/27/18

### **Board Members present: QUORUM ACHIEVED (majority of 11 voting members)**

Cameron Allen (elected 2016)  
\*Annsley Atkin, SUUSI Director  
Mara Beaton (appointed, 2016) \*left at noon  
Kim Breivogel, Secretary (appointed 2015)  
Jay Camp, Board President (appointed 2017- 2<sup>nd</sup> term)  
Chase Doctor, Senior Youth Rep (elected 2016)  
Wilson Farrell (elected 2017)  
Paul Langrock (elected 2015)  
Bill Neeley (appointed 2016)  
Derrick Peavey, Treasurer  
Kimi Riegel (appointed 2017)  
\*Jennifer Sanders, Director elect

### **Board Members Absent:**

\*Steve Greenberg, Risk-manager  
Seth Berkeley (appointed 2016)  
\*Cate Farrell, Junior Youth Rep (elected 2017)

\*Indicates non-voting members

**Opening:** Jay called the online Zoom meeting to session at 11:48 am following a joint CORE staff/Board Zoom meeting to review SUUSI survey results facilitated by JP Vidas.

**Minutes from last meeting:** Minutes from 7/21/17 Board meeting taken by the previous Secretary were emailed by Kim to the full Board as not all had seen them. Minutes will be reviewed for approval at Winter meeting.

**Additional comments on survey results:** Jay opened discussion of survey issues that may be relevant to SUUSI policy or Board issues.

**Alcohol-** Per Annsley, alcohol in “bar” set up in YA/Median dorm kitchen was problematic for WCU last year. There were no issues with alcohol in kitchen fridges or cabinets. Some survey respondents indicated YA/Median dorm was overly alcohol centric.

If youth have access to alcohol this is a potential legal issue. Signs on fridges in co-op dorms and discussion at co-op meeting were suggested. Others felt parents/guardians had legal responsibility

for behavior of their youth so access to alcohol in family dorm spaces was not a SUUSI board policy issue.

**Retention of participants-** Ensuring newcomers feel welcome is a priority. Annsley asked that suggestions be sent to her for distribution to appropriate staff members.

**Executive committee and maintenance of privacy** Jay noted that it had come to his attention that a previous executive session was not kept in confidence. He reiterated that Board executive sessions must not be recorded (no notes or video, etc.) and that issues discussed must not be discussed outside of the Board. This is not negotiable as confidentiality must be maintained.

**Exploratory Task force and Legacy Challenge program** Derrick is organizing a task force to explore whether the same individuals should serve on the SUUSI Board and the SUUSI Foundation Board. Members to date include Derrick Peavy, Bill Neely, Steve Greenberg, Jennifer Sanders, Phil Sterner, Marilyn Schuyler, Christine Magnarella Ray. The first meeting of the task force is tentatively planned for November.

Topics to be discussed include pros and cons of separating the Boards and possible involvement in the Shelter Rock UU Legacy Challenge matching gifts campaign (<http://wakenowourvision.org/>). Derrick noted that all funds given to the SUUSI endowment should go through the SUUSI Foundation and that the UUA also has an umbrella gift-giving program.

**Committee duties, descriptions and plans** Participation in the documentation of Board Committee descriptions and duties via the google.doc sent out by Paul has been lackluster. Jay and Paul explained that this “evolving document” is intended to enhance the functioning of the Board and to ensure new Board members are clear regarding Committee responsibilities. Jay plans to discuss Board Committee duties and allow Committees time to meet at the Winter meeting and requested all Board Committees participate asap.

Paul made a motion that each Board Committee hold a conference call for the purpose of documenting the Committee description and list of duties/timeline. This documentation is to be added to the google doc by 12/31/17. Derrick seconded and the motion passed unanimously. Paul will resend a link to the google.doc

The list of current Board Committees and members is in the 7/21/17 minutes. Annsley noted that SUUSI has a subscription to Zoom that can be used by Committees for online meetings. If anyone would like to use Zoom they can email her for information.

**Policy committee report** Wilson brought several issues from the Policy Committee to the Board for discussion and possible votes.

**Alcohol-** Annsley had requested clarification and modification of the policy around SUUSI funded alcohol purchases as it no longer current practice to purchase alcohol for staff on travel for SUUSI and there were issues regarding lack of clarity regarding staff reimbursement for gifts of alcohol.

Wilson moved that policy 9.2E be changed (see wording below). This was seconded by Derrick and passed unanimously. Discussion included that gift cards have been purchased with SUUSI funds and that this creates a potential issue as actual purchases are not-traceable and may violate this policy. Jay will add gift cards to the agenda for the Winter meeting.

**Policy Changed 9.2.3.E:**

**Previous Wording:**

*Alcoholic beverages will be reimbursed for no more than one drink at each meal.*

**New Wording:**

*Alcoholic beverages cannot be purchased using a SUUSI credit card nor can they be reimbursed, except when alcohol is the subject of a SUUSI Sponsored Activity, such as a tasting workshop.*

**Location change-** In two places the Policy manual refers to VA law, rather than NC law, regarding mandatory reporting of child abuse. Wilson moved that references to VA law be changed to NC law (see wording below). Paul seconded and the motion passed unanimously with no discussion.

**Policy Changed 16.1.7:**

**Previous Wording:**

*Members of SUUSI Staff who are over the age of 18 are considered to be mandated reporters of child abuse and/or neglect under Virginia law.*

**New Wording:**

*Members of SUUSI Staff who are over the age of 18 are considered to be mandated reporters of child abuse and/or neglect under North Carolina law.*

**Policy Changed 17.2.E:**

**Previous Wording:**

*Members of the Childcare Cooperative who are over the age of 18 are considered to be mandated reporters of child abuse and/or neglect under Virginia law.*

**New Wording:**

*Members of the Childcare Cooperative who are over the age of 18 are considered to be mandated reporters of child abuse and/or neglect under North Carolina law.*

**Social Media Policy** Jay has asked that the Policy Committee explore the possibility of a Social Media policy. Though there was opposition to overtly formal efforts to control SUUSI participants' social media use it was recognized that communication through official SUUSI channels (SUUSI Board and Core Staff communications, especially), is of SUUSI Board and Core Staff interest as it reflects who we are and helps establish and model appropriate discourse for the SUUSI community.

In one instance last year, there were allegations of bullying on the SUUSI Friends Facebook page by participants discussing a member running for a Board position. Board and Core staff members who participated in the conversation may have inadvertently exacerbated the problem.

It was noted that the official SUUSI website may be used less by participants seeking information than the SUUSI Friends Facebook page, as there are no restrictions on posting by members. SUUSI received moderator access to the SUUSI Friends page relatively recently and several members noted it would be unwise to give up that access. The Communications director is currently the official moderator though there are no guidelines for moderation or a job description for the Communications director position currently in place.

It was suggested that Board and staff members consistently refer participants to the SUUSI website ([www.suusi.org](http://www.suusi.org)) for the official SUUSI position on issues. Other suggestions included explicitly adding social media language to policies (ex: Staff and Board Code of Behavior), guidelines and communications (ex:

catalog, Daily NUUS, text messages, etc.) already in place, where appropriate, in order to encourage the SUUSI community to live our UU values online as well as off.

The Elections Committee will be discussing the possibility of Board Candidate forums as this would provide a venue for open discussion of Board nominees and, perhaps, prevent inappropriate social media conversations. Derrick noted that providing an outlet for discussion of issues of interest that arise at SUUSI would be beneficial and aid in Board and Staff efforts at transparency.

It was noted that Steve Greenberg, as Risk Manager, should be involved in the social media policy discussion. Jay will add discussion of a Social Media policy to the agenda for the Winter meeting.

**Transparency** Jay noted that transparency is a goal of the Board. Access to minutes by participants would enhance this as they currently do not appear to be available on the SUUSI website.

Kim, as new Secretary, asked for clarification of the level of detail needed in the minutes. Board members felt “blow by blow” was not necessary but that discussions and decisions should be noted with sufficient detail to capture essence of the conversation. Moving forward, approved minutes will be sent to the Communications director for posting on the SUUSI website.

Whether SUUSI Survey results would be shared publically was discussed. Paul moved that a statistical executive summary be prepared and released to participants. Bill seconded this and the motion passed unanimously. Individual responses will not be included due to privacy concerns.

**New Business** None noted

**Plan for Winter meeting** Annsley and Jay are exploring location options for the Winter meeting to be held in February. The Mountain Retreat and Learning Center was suggested as a possible location but was determined to be impractical due to distance from the airport.

Winter meeting agenda items will include SUUSI purchased Gift cards, Gifts (tipping, alcohol as gifts, etc.) and Social Media. Minutes from the 7/21/17 meeting must also be approved.

**Closing** The meeting was adjourned by Jay at 1:10 pm.

Respectfully submitted,

Kim Breivogel 9-30-17

Revised based on Board feedback 10-28-17

Revised to include references to Policy Manual 11-2-17