



10/13/18 SUUSI Board Meeting Notes

APPROVED 1/20/19

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

Cameron Allen (elected 2016)
Kim Breivogel, Secretary (appointed 2018- 2nd term), arrived at noon
Jay Camp (appointed 2017- 2nd term)
Cate Farrell, Senior Youth Rep (elected 2017)
Wilson Farrell, Board President (elected 2017)
Karen Gonzalez (appointed 2018)
*Steve Greenberg, Risk-manager
Paul Langrock, Vice-President (appointed 2018- 2nd term)
Derrick Peavy, Treasurer (appointed 2014)
*Spike Purcell, Junior Youth Rep (elected 2018)
Angel Wall (elected 2018)

Board Members Absent:

*Annsley Atkin, Director Emeritus
Bill Neeley (appointed 2016)
Kimi Riegel (appointed 2017)
*Jennifer Sanders, SUUSI Director

*Indicates non-voting members

Opening: Wilson called the meeting, held at the Unitarian Universalist Fellowship of Raleigh, to order at 11:16am following a joint Board/CORE staff survey activity and discussion.

Director's report (Jennifer)

Great SUUSI! Core staff will work on suggestions made in the joint Board/CORE staff survey meeting. She is working with Hillside Grind to use that space. It will likely cost ~ \$2000 so we'd want to use it as much as possible, ideally as a community building space throughout the day. As long as we use the space respectfully we could have the run of the space and can get an alcohol permit. Steven Greenberg brought up concerns regarding the legal issue and liability- whenever you serve alcohol there is a liability. If we give someone alcohol and they go out and cause harm or harm themselves they could sue SUUSI. The liability is there even if it is in a separate space with a permit. Questions include should there be a trained server and could we use a ticket system? We could potentially reduce cost of meal by factoring the number of people who might eat each meal.

Approval of the 7/20/2018 Board meeting minutes

Jay moved and Paul seconded that the previous meeting minutes be approved. Discussion included the suggestion to omit who made what vote and who abstained. Jay amended the motion to remove the names other than who moved and seconded a motion. Paul seconded, motion passed with one abstention.

PRESIDENT'S REPORT (Wilson) - Wilson shared items he wants to address this year, including:

Right relations- He intends to move forward and establish a Right relations committee. People don't always know what it is. We could use what other UU organizations have in place as a model. A daily Right Relations report would be helpful. A virtual meeting for the Right Relations team will be set up.

Transparency- He intends to update the website and post approved board meeting minutes. Derrick will take on the role as a volunteer, Jay moved, Paul seconded, motion passed

Communication- Board members are asked to respond to emails in a timely manner and make sure you communicate back. If you would like a SUUSI.org email, let Wilson know.

TREASURERS REPORT (Derrick)- SUUSI did well and had extra funds this year. Other key issues include:
SUUSIships- SUUSIship donations from the community are going down, as key deposits were a significant source. The possibility of asking participants to round up at check-in was discussed, as was giving participants the option to donate staff credit. Participants can check a box when registering to indicate they'll donate refunds under \$10. Derrick emails participants to ask if will donate refunds they are owed over \$10.

Reimbursements- By the end of the year, Derrick plans to have all receipts and reimbursements processed through budget@suusi.org

Treasurer role- Derrick has documented most key processes involved in Treasurer role and will update as needed. He would like to explore the possibility of having a committee involved in Treasurer role.

OLD BUSINESS

Survey--Derrick moved that survey results be published, Paul seconded. Discussion included possible confidentiality issues; it was felt that high-level, quantitative data would be more appropriate to share than raw participant comments. Derrick withdrew his motion and moved that the Board publish high-level analysis and quantitative survey data without participant comments, Jay seconded, motion passed

Minutes—Paul moved that the minute record one of the following after a vote: motion passed, motion failed, or motion passed with X abstentions, Cameron seconded, motion passed with 2 abstentions

Committees—committee descriptions need to be updated as things change.

Role descriptions—Board officers and Risk Manager were asked to write brief descriptions of roles/duties. Paul will maintain this. Please email descriptions to Paul by the end of November and send a separate email to policy@suusi.org noting any discrepancies between policy and your role.

Gift policy—Due to a previous incident with a gift to an organization that provided assistance to SUUSI, policies need to be clarified. The Board President historically has discretion to give gifts, but no guidelines are in place regarding process, amount, etc. Nothing in policy restricts gifts from SUUSI, and no safeguards limit gifts. The Foundation has a conflict of interest policy, but the Board does not. Steve Greenberg

recommended we include guidelines to avoid potential conflicts of interest. Derrick felt the Foundation may be the most appropriate body to make donations/gifts. The policy committee will address the gift policy in the future.

Recess for lunch and committee meetings: 12:24-2:07 pm

Survey staff—Board will continue with JP Vidas and Survey Coordinator

COMMITTEE REPORTS

Elections (Karen, Angel, Cate and Spike)

- As no one came to “Getting on the SUUSI Board” workshop in 2018, this will be re-vamped as a “Giving Back to the Beloved Community” workshop and will include information regarding getting on staff and Board. A version for Teens will focus on Teen/YA roles. Staffers who are YAs will be invited. Youth Rep recruitment will take place as the ice cream social after the intimacy chat.
- The candidate forum will have an “Ask a Board Member” segment prior to candidate presentations. These events must be entered into SOLIS. An announcement will be made in January that nominations are open.
- The Board is discouraged from participating on SUUSI Friends Facebook group except to make announcements. Ideally, direct readers to suusi.org for SUUSI news.

Policy/By-laws (Derrick)

Committee is working to separate SUUSI Board and Foundation documents. Ideally, by-laws will be few and not changed frequently, and the policy manual will be more adaptive.

SUUSIships (Paul, Cameron and Kim)

The 2018 process and matrix used worked well and will need only minor tweaks. Ideas for increasing SUUSIship donations are being explored. SUUSIships are ideally self-sustaining. SUUSI raises funds throughout the calendar year for SUUSIships and this goes to a Foundation account. The Foundation reimburses SUUSI after each SUUSI.

Nominations (Jay)

- Jennifer Teeter will be the 3rd member (SUUSI community member) of the nominating committee joining Annsley and Jay. A list of other possible members that were suggested will be maintained. If anyone is planning to resign from the Board, they should let Wilson know asap, as the nominating committee is responsible for finding replacements.
- It was suggested that the nominating committee keep the Board informed of individuals under considerations for open positions.
- Jay shared that the nominating committee fills open positions based on multiple factors

Foundation (Derrick, Paul, Wilson and Jay) Conference call is pending

Right Relations (Angel) Conference call is pending

NEW BUSINESS

Community Behaviors/Social Media (Wilson)

Participant liability waiver (Form J) includes consent for likenesses to be published to promote SUUSI only. SUUSI policy does not address participants taking pictures without consent in private versus public spaces.

Possible ways to address this include adding sharing images without consent to the Harassment Policy, and making it clear that harassment policies apply to social media. The policy committee will examine the Harassment Policy and determine whether additional verbiage is needed. They will also be examining Form J and Rules for Teens. Adding discussion of consent as it applies to photos to the Teen Intimacy chat is recommended.

Upcoming meetings

Tentative plans are to hold an online budget meeting in December 2018 or January 2019, and regular Board meeting online in mid-February 2019.

Closing Cate moved to adjourn, Jay seconded, motion passed at 2:57pm

Respectfully submitted, Kim Breivogel 11-27-18, revised 1-20-19