

**North Texas Unitarian Universalist Congregations (NTUUC)  
Board of Directors Meeting**

**Zoom**

**May 15, 2021 | 10:05 AM – 12:34 PM**

**Board Members Present:** 12/15 members; Stacy Duryea, President

Westside	Carol Cappa, Vice President	Community	Sarah Reiling
Pathways	Mary McMahon, Secretary	Denton	Barb Rodman
First Dallas	Kevin Bolton, Treasurer	Longview	Tracy Webster
First Dallas	Ray Enstam		
First Dallas	Jennifer Jennings		
Arlington	John Blair		

**Board Members Absent:** 4

Oak Cliff: Sarah Ricke	Tyler: Patricia Van Voorhees	Sacred Journey: Open
First Jefferson: Michael Zepeda	Red River: Marla Loturco	Horizon: Dennis Strouble

**Guest:** 0

**NTUUC Staff Present:** 3

Executive Director, Daniel Polk  
Webmaster, Scott Grey  
Assistant, Beth Ferree, Recording Secretary

Meeting called to order at 10:05 AM by Stacy Duryea.

**Quorum was present** (*1/3 members present is required – 5 members*).

**Consent Agenda:** February minutes and check-in for approval; Executive Committee Report; Endowment Committee Report; Budget Report; President's Report; Executive Director Report were submitted and reviewed.

**The Minutes were approved unanimously.**

**Executive Committee Report** was provided and discussed. Items discussed included finalizing the agenda, endowment, churches without ministers, meeting in person, finance controls, strategic planning, registration assistance and committees.

**The Endowment Committee** reports it is doing well and is now over \$3 million.

**Treasurer's Report:** there is not much in expenditures or income at the present with most of what is coming in a result of grocery incentives. It was suggested the board revive the CLF prison program which fell by the wayside when the past President, David Pollard's term ended. It currently costs approximately \$150 per prisoner and is a lifeline for those incarcerated where there is a heavily Christian influence. There is also an interest in publicity to revive the pen pal program with these prisoners. There are currently about 100 prisoners in the program and NTUUC gave \$5,000 in matching funds.

**Action Required:** Daniel, John and Mary will create a proposal for working on the CLF program.

**Executive director's report:** At the time of this meeting there were 9 applications from 6 churches requesting aid in attending GA.



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It is hoped that an OWL program might be held in November with First Church offering a location. NTUUC representatives need to share and react to Facebook posts, so the page gets needed attention. Daniel noted that reactions such as the wow emoji or heart get more traction for us than the like emoji. He also expressed concern that the strategic plan already feels like it's gathering dust and he would like to see more action taken toward that goal.

Kevin suggested that the board investigate bringing in Dwight Brown Leadership Experience seminars. The last intensive week-long session held in Arkansas a few years ago was largely unsuccessful to low attendance, and the one held at First Dallas in 2017 also had few participants. Four Sessions in a year is an option but there would need to be a huge outcry to the region staff for that to take place. The cost was approximately \$700 per person for the intensive training.

**Action Item:** DBLE workshops will be handed over to the education committee

With the awards largely inactive and the education committee dormant, Daniel is currently doing the work in these areas. Sarah Reisling and Mary will help him as part of the education committee.

**Nominating Committee:** It was noted there are currently no officers nominated and the endowment has an opening. Discussion was held on possible candidates. It was also noted that the nominating committee itself was down to two members and needed a 3<sup>rd</sup>. It was moved and seconded to assign Carol Cappa to the nominating committee which passed unanimously.

### Three Strategy Committees gave reports:

#### 1. **Using Resources** - Celeste, Ray, Carol

It was noted that the grants were largely focused on staff and ministers without considering what might be needed for the member churches as they reopen, such as more intense cleaning protocols or dividers. Discussion was held on how the report provided might be edited. The board agreed to the following edits.

The first sentence in Item 1 of the report reading, "Grants should go to aid the search for and hiring of ministers, religious education staff and music staff, with priorities in that order." This was edited to read "" Grants should go to aid the search for and hiring of ministers and staff, with priorities in that order."

A straw poll was taken for the edit of number 4 in the report. This has been edited from "Grants for facilities additions and maintenance." To "Grants for infrastructure and facilities additions"

The last line of the intro "To this end grants would be prioritized in the following order:" was then edited to read "To this end grants would be focused on:"

It was also mentioned that publicity is needed to make everyone aware of the grants and availability. It was moved and seconded to approve the edits for the Strategy 1 report and the motion passed.

**Action Required:** Work on getting the grants prepared and publicized will continue.

#### 2. **Providing Training** - Barb, Mary, Dennis

The report was provided, and it was noted that there was not enough time to provide training for re-opening in July as was originally planned.

#### 3. **Increasing Visibility** - Jennifer, Marla, Beth, Jessie

It was noted there still wasn't a description available and some confusion on what was needed. The item was tabled and will receive feedback through email.



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**Policy for Expenditures:** Discussion was held on how to handle expenditures made by the Executive director with protection for all parties for both budgeted and non-budgeted items. It was agreed that any expenditure over \$1000 would be approved by the President and treasurer, and any over \$2500 would be approved by the executive committee. Daniel will work with the executive committee to prepare a proposal for any unforeseen expenditures that will then go to the board for approval. This policy was moved, seconded, and adopted.

A resolution was approved for the change in signatures for the bank that will include the President, Treasurer, Executive Director and Endowment Chair.

It was also moved and seconded to change the amount limit on grants from \$10,000 to \$50,000. Motion carried and approved.

**Action Required:** Stacey, Daniel, and Ray will work on revising the grant application and send it to the board ASAP

**Website:** It was agreed by the majority that the website needs a whole new design. The committee met and came up with a list of what they thought the website should include

**Action Item:** There will be a call for bids on the designs and the committee will narrow it down to three before bringing them to the board.

**Upcoming Events and Meetings**

None mentioned

**Next meeting August 21 at 10:00 AM**

Meeting adjourned at 12:34 PM

Submitted respectfully, E. Beth Ferree, Recording Secretary



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