

Vestry Minutes
The Unitarian Church in Charleston
September 14, 2017

Present: Sue Weller, Chair, Zach Conover, Frank Hardie, Erica Hattings, Tommy Hughston, John Hyatt, Jonathan Lamb, Mark Madden, Diane Narkunas, Danny Reed, Gail Schiffer, Sandra Selvitelli.

The meeting was called to order at 5:30 PM. Sue led us in an opening reading for our chalice lighting.

Check in

Minutes:

- **Gail moved that the minutes of June 15, 2017 be approved. Sue seconded, and the motion passed.**

Discussion:

- Zach made two suggestions regarding the layout of the minutes: add page numbers and list follow up tasks, and dates, if possible, at end of minutes. He said this would enable Vestry members to more easily recognize who is responsible for what. These suggestions will be incorporated into future minutes.
- **Jonathan moved that the minutes of August 19, 2017 be approved. Zach seconded, and the motion passed.**

Discussion:

- Carol Oates pension was promised, but did not happen. It is in accordance with UUA Advice and will be instated. Vestry funds will support last year's and this year's pension for Carol in the amount of \$3,400.
- Mark asked about the process in place that prevents mistakes. Sandra said the bookkeeper keeps track and works closely with the Treasurer.
- Zach suggested combining bullet 3 & 4 under maintenance. That change will be made.

- **Reports:**
Sue moved that the reports be approved. Erica seconded, and the motion passed.

Discussion:

- Morgan Granger Report as submitted is incomplete. *Danny will contact Morgan to submit a full report.
- Zach and Jonathan discussed the format of the staff reports.
- The treasurer's report was not available.

Old Business

EIB Policy - Tommy Hughston

- **Tommy moved that the EIB policy be approved. Jonathan seconded, and the motion passed.**

Discussion:

- Tommy had reviewed and stated the policy contains good procedures.

Safety Committee Money

- **Zach moved that the Vestry table a decision on allocating Vestry money for Safety Committee until January Vestry meeting. Jonathan seconded, and the motion passed.**

Background:

- The Safety Committee anticipated funds (\$6,100) in the church's 2017-2018 budget to cover costs of additional cameras (\$2,500) and push bars on selected doors (\$3,600) to facilitate easy exit in an emergency. This did not happen.
- Sandra's research indicated the cameras could be purchased from existing EIB monies allocated for Vestry use.

Discussion:

- The Vestry EIB total of \$21,000 has mostly been allocated. These monies pay for 1/3 of Danny's salary, \$4,000 is targeted for the Lucy Boyle fund, \$3,400 has been allocated to pay for Carol Oates pension, last year and this year, and \$3,300 was loaned to purchase the bicentennial ornaments, which the church expects to recoup (at least a portion).
- Rationale: after we recoup, we would ask the Safety Committee to prioritize the needs.

- Concerns were voiced as to whether this is a priority based on competing needs of the church, such as maintenance.
- Erica asked for a comprehensive report from the Safety Committee now. *Sandra said she would get this to us.