

DECEMBER MEETING MINUTES

**For Meeting of the Board of Trustees; December 20, 2005
Valley Unitarian Universalist Church, 6400 W. Del Rio St. Chandler, AZ**

Board members: Those attending indicated with asterisk

*	Scott B	President	*	Charlie T	Trustee
*	Chuck D	Secretary	*	Mary Jo B	Trustee
	Lone J	Ex-Officio	*	Joel S	Trustee
*	Jim N	Trustee	*	Johnnie C-M	Trustee

Other Attendees/Guests:

Todd H	

Note: Items are reported by topic and may not be in the order presented.

Opening Activities

Meeting Called to order

Action Item from prev. meeting: Verify Minutes go out within one week of meeting.

November Minutes: They were reviewed and approved.

Agenda Items

New Business:

Idea: Upgrade website to better serve the church.

- Obtain services of a web designer.
 - Board review of what is needed on the website, high level guidance
- Will table and review at visioning meeting.

1. Minister's report

None presented

2. Official Vote on Rey B to fill Nominating Position

- a. Passed

3. Conflict of Interest Policy

Old:

VALLEY UNITARIAN UNIVERSALIST GOVERNING POLICIES

II: Executive Team Limitations

Policy G: Conflict of Interest

1. The executive team must represent unconflicted loyalty to the interests of the congregation. The accountability supersedes any conflicting loyalty such as that to advocacy groups and affiliation with other employers. This accountability supersedes the personal interest of any team member as an individual church member.

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2. Executive team members must avoid any conflict of interest with respect to their fiduciary responsibility.
 - a. There must be no self-dealing or any conduct of private business or personal services between any executive team member and the organization except as procedurally controlled to assure openness, competitive opportunity, and equal access to “inside” information.
 - b. Executive team members must not use their positions to obtain for their family members of close associates employment with the organization.
 - c. **Adding: The senior minister shall assure no conflict of interest in the use of church facilities and the offering of professional services by the executive team.**
3. Executive team members’ interaction with the public, press, or other entities must recognize the same limitation and the same inability of any trustee except the president or the presidents’ representative (Policy III.C.I) to speak for the board. Nothing in this policy shall be construed to infringe upon the fundamental principal of freedom of the pulpit.

Motion: Table to discuss during next meeting.

4. **Memorial Garden: Board Review w/Todd H**
5. Set Date for 5 Year Plan Work Session (And BABE Discussion?) **Jan. 21, 2006 (9am-12:30pm)**
6. Refinancing Update: Joel S
 - a. **Refinancing is moving forward**
 - i. **Accountant has completed review of financial documents.**
 - ii. **Nadina C obtained recorded copy of ALTA survey from County Recorders office for broker.**
 - iii. **St. B’s loan has been sold to a bank.**
7. Visioning: What it Means to be a Member
 - a. **Focus on high level policies of what**
 - b. **Board subgroup assigned to identify principals & themes of membership – Jim, Mary Jo, Joel, Charlie.**

Next Meeting

(Not necessarily in order to be discussed)

1. Review Church Financial statement for quarter.
2. Website design
3. Discuss Church Budget process for 2006 fiscal year
4. For Jan. Board meeting invite Celeste P to discuss Dialogue about Youth.
5. Review conflict of interest statement
6. Review 5 year plan

Concluding Activities

1. **Process Review.**

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2. Meeting was **adjourned** around 9 pm.

Minutes were prepared by Chuck D and distributed to Board members via email on December 22, 2005. Please email with any comments you may have prior to the next meeting.