

UUSJ EXECUTIVE COMMITTEE MEETING – DECEMBER 10, 2021

Present: Charlotte Jones-Carroll, Beyssa Buil, Mariano Vera

Absent: Chloe Ockey, Pablo De Jesus

1. Main purpose was to review proposed agenda for December 16 board meeting.
2. We regularly include in agenda – as provided in By-laws – a brief moment for non-trustees who want to attend our open meetings to comment about old business at the beginning of each meeting or about new business at the end of the agenda. No one has, to date, sought to join the board meetings. The December newsletter did announce the board meeting date and time and mentioned how non-trustees could join if so wished.
3. Treasurer proposes to send all three financial tables (profit and loss, income and expenses against this year's budget, income and expenses compared to last year same time) to ALL board members. Some may have specific interest in reviewing these details and thus have that option. Others will not, but all trustees have a fiduciary responsibility to monitor the financial health of the organization.
4. Executive Director's work plan discussion is crucial. Most time on agenda devoted to this. Follow up to advocacy policy revisions is also key to this discussion. Both Pablo and Serena are still working on these.
5. Budget amendment proposed is a purely technical one, updating income and expenses where amounts are better known (event income from Nov 7, decision not to pursue a new UUFP grant, a few sizable expense invoices that slipped from last year to this but for which funding carries over as well from last year's budget). This format is the only financial table that shows end-November income and expenses against full year budget (the bookkeeper's tables use a pro-rated budget as comparison). Charlotte to send proposed amendment as updated to both Joseph and Norma.
6. Nominating committee's job will start next month so if no additional members identified yet by Chloe, we'll need to ask Board for agreement to do a "no objection" virtually once those added members are identified. As for candidates for the board (4-5 needed), Mariano noted we should start advertising widely as we did last year.
7. Board governance capacity discussion – this is a much-needed heart to heart exchange about whether this board – with its busy members – has the capacity to implement the committee work, or whether we should try to consolidate the committees. We also need to start thinking now about the transition to next fiscal year, since both this year's chair and treasurer are one-year-term trustees, so those officers need replacing next year (and in any case, officers are elected for one year terms).

Charlotte Jones Carroll (acting secretary).