



SUUSI Board Meeting Minutes
3-5pm pm Eastern, July 20, 2024
Radford University, Moffett Hall 121/125

Present: Angel Wall (President), Stacie Vecchietti (Vice President), Andrew Diamond (Treasurer), Bethany Cecere (Secretary), Russ Tadddeo (Trustee), Anthony Quandt-Judd (Trustee), Kimi Riegel (Trustee), Marc Nevin (Trustee), Renee Phillips (Youth Rep), Scarlett Gibson (Youth Rep), Michael Tino (Director), Chris Breivogel (Director Elect), Sarah Gonzalez (Director Emeritus), Amy Nordeng (Risk Manager), Ivy Breivogel (Board Admin)

Joining us: Wilson Farrell

Opening

- Chalice lighting
- Opening Activity
- Call to order 3:23pm

Consent Agenda

- 2024-04-27 SUUSI Board Meeting Minutes & Reports
- 2024-05-27 SUUSI Board Meeting Minutes

→ **Motion to accept the consent agenda**, seconded, passed: 8 for, 1 abstention (Scarlett, due to absence from the previous meeting)

Officer and Committee Reports

- Director report given verbally: Staff is working as hard as humanly possible to make a successful SUUSI. Please be at Ingathering with your Board tshirt on to be recognized on the stage.
- Risk Manager: registrants are going to have to re-sign waivers because of our move to VA

→ **Motion to accept the Officer and Committee reports as presented**, seconded, passed unanimously

Policy and Bylaw Updates

- Section 10 Dealing with Unethical/Inappropriate Behavior

1. Anti-Harassment Policy

A. SUUSI affirms its commitment to the health of the community by maintaining a welcoming environment, free of discrimination, harassment, bullying, intimidation, and violence. SUUSI expects its Board, staff, and participants to conduct themselves in a respectful manner with concern and care for their colleagues, SUUSI staff, host staff, participants, and surrounding community.

B. To help ensure a safe environment at SUUSI, the Core Staff will include this policy in their pre-SUUSI orientations and training, and provide opportunity for discussion on the contents.

C. Any harassment regarding sex, race, color, ethnicity, religion, national origin, age, disability, ancestry, place of origin, marital status, source of income, class, family status, gender, gender identity or expression, or affectional orientation will not be tolerated. Such harassment includes, but is not limited to, harassing remarks, gestures or physical contact, derogatory remarks, jokes, innuendo or taunts, and display or circulation of written materials or derogatory pictures directed at any of these categories. Harassment covers a wide range of behaviors of an offensive nature. It is commonly understood as behavior that demeans, humiliates or embarrasses a person, and it is characteristically identified by its unlikelihood in terms of social and moral reasonableness. In the legal sense, these are behaviors that appear to be disturbing, upsetting or threatening.

D. In addition, sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

- i. Submission to such conduct or communication is made a term or condition either explicitly or implicitly to obtain a position on the staff or Board or to participate in SUUSI; or
- ii. Submission to or rejection of such conduct or communication by an individual is used as a factor in decisions affecting such individual's position on the staff or Board or participation in SUUSI; or
- iii. Such conduct or communication has the purpose or effect of substantially interfering with an individual's position on the staff or Board

or participation in SUUSI or creating an intimidating, hostile, or offensive environment; or

iv. Such conduct or communication, which is not welcome, is personally offensive or debilitates morale, and therefore interferes with a positive SUUSI experience.

2. Internal Procedures for anti-harassment policy enforcement for participants

Any violation of this policy directly observed or heard about by general SUUSI participants before the program week's end should be immediately reported to either SUUSI staff or the SUUSI helpline.

3. Internal Procedures for anti-harassment policy enforcement for staff

A. Any violation of this policy observed or heard about by SUUSI staff before the program week's end should be immediately reported to the Director, President, or Healthy Relationship Team (HearT). ~~Any staff or Board members who are aware of a violation of this policy must immediately report it in accordance with this policy to the Director, President, or HearT. If violence or the threat of violence exists the complainant will be provided safety and the proper authorities may be contacted.~~

B. Once reported, an incident report must be completed. This report gets forwarded to both the SUUSI Director and the SUUSI Risk Manager.

C. Additionally, if requested, the Minister on Duty is charged with contacting the complainant to ensure that their needs for support, care, and safety are met.

The confidentiality and privacy of the complainant and the accused shall be maintained throughout this internal process. In the interest of safety, complainants have the right to make an anonymous report or no report at all.

~~C. If requested, the Minister on Duty is charged with contacting the complainant to ensure that their needs for support, care, and safety are met, and to explain the various options available to them. These include: taking no action; filing a confidential report in which the identity of the person accused of violating this policy will be known only to the Director, the Board President, and the Risk Manager; or filing an open report on which the Board can take immediate action as described in this document.~~

D. After gathering all available information, The Director, President, Risk Manager, and HeaRT shall meet and determine whether the complaint shall be mediated by HeaRT or shall be referred to the Board for action. Depending on the nature of the incident, if the complainant does not want any action to be taken, those wishes will be respected. ~~If the complainant does not want any action to be taken, those wishes will be respected.~~

i. If the complainant requests that the Board take action, the Board shall meet during the program week and hear the report of the Director, President, Risk Manager, and HeaRT. The Board shall appoint a minister to act as a liaison/support person for the person accused of the violation. The person accused of violating the policy shall be advised of the nature of the allegations and allowed to respond and present any relevant information to the Board.

ii. The Board shall determine what action is appropriate after considering all of the information, up to and including reporting the incident to the appropriate authorities. The Board is empowered to take any action necessary to ensure the integrity of SUUSI and this policy, and to protect SUUSI from any future violations of this policy. This includes, but is not limited to, removing the violator from SUUSI and prohibiting future participation in SUUSI.

E. All reports, including those filed confidentially, shall be entrusted to the Risk Manager, who will be responsible for monitoring individuals with complaints against them. In the case of multiple or significant offenses by a single individual, the Risk Manager shall notify the Director and Board President.

F. ~~We recognize that time is of the essence in handling these complaints.~~ The Board shall endeavor to make a decision on any complaints received during SUUSI week within twelve hours of receiving the complaint.

G. Any alleged violation reported after the program week ends should be immediately brought to the attention of the Director and the Risk Manager and the President, who shall contact the Nurture Staff coordinator. The Nurture Staff coordinator shall then appoint a minister to fulfill the duties as described in this policy. If action is requested by the complainant, the accused will be advised of the allegations and allowed to respond, and the Director, President, Risk Manager, and Nurture Staff Coordinator shall determine if the complaint warrants referral to the Board for action at its next regularly scheduled meeting.

H. The confidentiality and privacy of the complainant and the accused shall be maintained throughout this internal process. In the interest of safety, complainants have the right to make an anonymous report or no report at all.

4. Procedures for host university engagement

A. If SUUSI is being hosted on the campus of a college or university, SUUSI staff have additional reporting mandates required by federal law in incidents that involve the following circumstances:

- Murder and non-negligent manslaughter, manslaughter by negligence
- Sexual assault: rape, fondling, incest, statutory rape
- Sexual misconduct/exploitation
- Harassment, including sexual discrimination, bullying, and intimidation
- Hostile environment
- Domestic violence, dating violence, child or adult abuse or neglect
- Stalking
- Discrimination
- Robbery, burglary, motor vehicle theft
- Aggravated assault
- Arson
- Firearms violations
- Drug abuse or liquor law violations
- Destruction/damage/vandalism of property
- Retaliation
- Hate or bias-related crimes

B. In these circumstances, in addition to the internal procedures detailed above, SUUSI is legally required to follow the Title IX and/or Clery Act reporting procedures outlined by the host university.

→ **Motion to accept the proposed change to Policy 10 as discussed**, seconded, passed unanimously.

→ **Motion to charge the Policy & Bylaws Committee to review the language once we have a contract for 2025 and to report back at the Board meeting following the signed contract, no later than the Spring 2026 meeting**, seconded, passed unanimously.

Vote of Officer Positions

- The Vice President position has no nominees at this time, but nominees for other officer positions have agreed to move forward without that position. If someone is willing to take on that position later in the year, that would be a welcome addition.
- Recognized a need to reconsider the process for voting for officers. How can we balance privacy (and empowerment to discuss freely), with an ability for nominees to receive feedback?

→ **Motion to confirm Stacie Vecchietti to be President of the Board**, seconded, passed unanimously.

→ **Motion to confirm Bethany Cecere for the Secretary position of the Board**, seconded, passed unanimously.

Appoint 2025 SUUSI Director, Chris Breivogel

- Gratitude for Michael Tino and Sarah Gonzalez who have taken on or extended leadership roles to fill a need in a difficult time.
- Sarah Gonzalez will continue to be Director-Emerita for 2025

→ **Motion to appoint Chris Breivogel as the Director for SUUSI 2025 and 2026**, seconded, passed unanimously.

Appointment of Members-At-Large

- SUUSI Board Member Position Description (in Appendix)
- 3 appointed Board positions open
 - Erin Lieb: 2 yrs to 2026
 - Stephen Shanahan: 3 yrs to 2027
 - Bethany Cecere: 3 years to 2027 (for a second consecutive term)

→ **Motion to accept the three candidates as a slate to be added to the Board**, seconded, passed unanimously.

Elections and Volunteer Needs during SUUSI

- Renee will be speaking at the Teen meeting to recruit candidates, and will reach out to individual people who might be good candidates.
- Volunteering/RSVPs:
 - Campus Tours – campus tour run-through to follow this meeting
 - Board & Adult Candidate Forum and Elections tabling logistics
 - Wilson Farrell joined to give a tutorial on the new SOLIS “poll worker” role

Closing

- Next Board meeting: Friday 7/26 at 12-2pm, at Radford University, Moffett 251/254
- Adjourn 4:48pm

2024-7-20 SUUSI Board Officer & Committee Reports

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Board President

President's Report 7-7-2024

Angel Wall [prepared by Stacie Vecchietti]

The Executive Committee [EC] of the Board formally met twice since the April full board meeting/retreat, once on May 8th and then again on June 26, 2024 with lots of work and connecting in-between.

The EC has been planning for both board meetings that will happen at SUUSI 2024, creating agendas that bring a balance of both work and connection. Much time has been spent supporting the Elections and Nominations Committee, reaching out to SUUSI participants that might be interested in board service and creating outreach materials to try to build buzz leading up to the SUUSI election. A lot of planning has also gone into preparing for board events that will be happening during SUUSI, making sure that we have coverage for all of our activities and folks feel prepared.

The EC has also been having conversations with current board members to prepare a slate of officers to present to the full board for confirmation for 2024/25.

Additionally, SUUSI leadership has spent a lot of time working with an insurance broker to secure insurance coverage for SUUSI 2024, as the insurance carrier that we had last year did not renew our policy. There has also been ongoing consultation and conversation with SUUSI legal counsel.

You are all valued and appreciated in this intentional community, in all the ways you offer your service and love to SUUSI.

I'm forever grateful for you all!

Risk Manager

Risk Manager Update
July 2024 Board Meeting

Due to nonrenewal of our previous insurance policy, the bulk of my energies this quarter have been spent working with agents, consultants, board members and SUUSI staff to procure this year's insurance.

In the process of organizing our materials for insurance applications, I have worked with Nature staff to codify an overall safety policy and driving policy largely using policies already in place. New this year - all drivers must request a copy of their Motor Vehicle Records (MVRs) from their state agency and submit it to the Vanmeister to ensure it meets our requirements for safe driving. SUUSI has offered to reimburse drivers for the cost - between \$5-\$15 - of obtaining this document. I have reviewed all of the MVRs for compliance with our driving policy.

I have been working with a Virginia lawyer to review our legal documents for compliance/enforceability under Virginia law. SUUSI participants may need to sign additional documents at registration.

We have revised the process for collecting and maintaining incident reports. SUUSI staff can now fill out a Google form on their phones. They will be sent to me in real time for review during the week.

I am working with the director to confirm compliance with our requirements to perform background checks.

Finance Committee

SUUSI and SUUSI Foundation Treasurer's Report

		30-Jun-23	End of Year 2023	30-Jun-24	YTD Change in Value
SUUSI					
	Fidelity Account - Zxxx9370	\$168,583.90	\$2,904.52	\$132,603.52	\$129,699.00
	Wells Fargo	\$0.00	\$5,809.62	\$6,554.59	\$744.97
	PayPal Account	<u>\$0.00</u>	<u>\$49.47</u>	<u>\$340.31</u>	<u>\$290.84</u>
		\$168,583.90	\$8,763.61	\$139,498.42	\$130,734.81
SUUSI Foundation					
	Fidelity - Operating Account (xxx990)	\$33,594.87	\$32,545.17	\$2,469.37	(\$30,075.80)
	Fidelity - Investment Account (Zxxx035)	\$81,641.09	\$83,784.39	\$82,174.03	(\$1,610.36)
	Fidelity - Endowment (xxx916)	\$116,891.88	\$124,261.55	\$135,182.86	\$10,921.31
	PayPal Account	<u>\$0.00</u>	<u>\$528.86</u>	<u>\$0.00</u>	<u>(\$528.86)</u>
		\$232,127.84	\$241,119.97	\$219,826.26	-21,293.71

Through June 30, 2024

Income Summary - to Date

Interest Income	2,246.00
Donations to SUUSI Operating (not Foundation)	870.55
	3,116.55

Expense Summary - Top Expenses to Date

Credit card Processing	5,791.59
Legal	3,152.50
Core Staff Meetings	2,979.95
Insurance	1,954.00
Other Expenses	2,309.93
Total	16,187.97

Foundation Notes

To SUUSI From Foundation Operating Shortfall 2023	29,000.00	
Foundation Grant for Outreach	1,000.00	
Foundation Grant for Leadership Institute	6,000.00	2Q
	36,000.00	

The \$36000 used is partially offset by \$14,706.29 in Foundation Investment Income

Accounting Software

- 2024 Expense reimbursement and accounting completed using Google Sheets. We will look again at Zoho Books expense app for iPhone and Android for next year.
- Ledger continues to be performed in parallel between Zoho Books and Google Sheets. We won't sunset the sheets until we are certain we have covered all the bases.
- Zoho Books will allow for reporting actual results compared to budget and actual results compared to prior year
- Per the Board Training in April, we are reporting by Activity and Category in a tabbed sheet format starting with Q3 2024.
- (For the first 6 months, there is too little activity to justify this - see expense summary above)

Risk Management

- Google Drive (Sheets) provided back-up for interim accounting to close out 2023. We are converting 2023 summary numbers to Zoho Books prior to tax filing
- Taxes extension was filed on time on May 15th. Will need to complete 2023 with the IRS no later than November 15th, 2024.

Banking

- PrePaid Cards have been distributed. We will report how this worked out after SUUSI.
- Motion for Bank Account Access

Financial Outlook

- Deposit has been paid to Radford in the amount of 182,352.48, but is not considered an expense until SUUSI is finished.
- Deposits received from participants are \$294,111.75 as of 6/30/2024
- YTD Expenses in the "other" category have primarily been Check-Out trips, Core Staff expenses, and Technology costs.

Elections & Nominations Committee

July 5, 2024

We have three Board Members whose terms are coming to an end and leaving the Board:

- 1 - Scarlett Gibson will be vacating the senior youth representative position (and Renee Phillips will be moving up).
- 2 - Kimi Riegel will be vacating her nominated position after six years of service.
- 3 - Marc Nevin will be vacating his nominated position after three years of service.

Bethany's elected term is over and has agreed to be reappointed, as is the wish of the committee.

There are four total positions to fill, as follows.

One full term appointed: Options at the time of submitting this report - Jo Merkel, Michael Brown, Janette Muir, Jon Reece, Jenian Taynton, Stephen Shanahan

One two-year appointed position - Nominations Committee presents Erin Lieb (see following statement)

One full (three-year) term to be elected.

One partial (one-year) term to be elected.

Notifications for elections as of submitting this report for elections: Bill Pike

Executing a SUUSI Friends Board recruitment campaign once per week for three total posts heading up to SUUSI. As of this report, one post has been made. Board members are encouraged to comment on each post and try to keep the interest of group members.

Wilson and Alan are working on getting the coding sorted for live voting. If this isn't sorted before SUUSI Bethany will give just-in-time training on Thursday.

Officer slate:

- President: Stacie Vecchietti
- Vice President: vacant
- Secretary: Bethany Cecere
- Treasurer: Andrew Diamond

Board (and Candidate) Forum, Wednesday 5-6 PM, location likely Bonnie Hulburt Center Stage.

Volunteers signed up so far: Stacie, Bethany, Marc, Russ, Kimi, Andrew

Youth Voting will happen in Youth Programming on Thursday. Printing of ballots will be done in Books & Bazaar. Boxes are hopefully in Info Office boxes, but alternative containers will be on hand. There should be a report provided by Wilson or Alan of names.

Adult Voting, Thursday, Lobby of Dalton Dining Hall. Online voting should open at 7 AM, or when Bethany reminds Alan to turn it on.

- 7-8 AM - Bethany and Marc
- 8-9 AM - Bethany and Kimi
- 11:30 AM -12:30 PM - Renee and Anthony
- 12:30-1:30 PM - Russ and Andrew
- 4:30-5:30 PM - Stacie and Andrew
- 5:30-6:30 PM - Marc and Kimi

If possible, please convene in the Dining Hall by 7 PM to gather to count physical votes. We will find a quiet private place for counting.

Bethany will notify the adult participants running in the election that evening. She will also notify the Communications Team for inclusion in the Friday NUUS.

Message to the SUUSI Board of Trustees from Stephen Shanahan:

My name is Stephen Shanahan. I am married and have two children. My family and I have been attending SUUS since 2019. SUUSI means a lot to me for many reasons.

1. It allows me and my wife to decompress from the pressures from work.
2. I wanted to start getting more involved with SUUSI, so I started working in the Book Store in 2022. I wasn't sure what I was getting into, but the experience brought me joy
3. My children love SUUSI. I have seen them grow and develop as young leaders and become more confident in themselves. They both have told me SUUSI is a safe place where they can be themselves without fear or judgment.

I want to give back to SUUSI by joining the Board to do my part to keep SUUSI available as a place for all to come, be themselves, grow as individuals, have the support to take on leadership roles, and most importantly, have fun!

Thank you for your consideration.

Message to the SUUSI Board of Trustees from Erin Lieb:

I am honored and humbled that you asked me to be appointed to the SUUSI Board. I don't know my official SUUSI tally, but my first year was Roots and Wings in 1990 and SUUSI has been in my soul ever since. The community shapes who I am and how I see the world around me. I believe in the space that we create year after year. I believe in SUUSI.

During my 34 years of SUUSI I have been on several staffs including Common Ground, night life, youth, bbquusi, median, young adult, volunteer coordinator, and this year, community time. I was also one of the people who formed the Median Group. My mother, Marlene Lieb, was a past Board President so I can always lean on her for moral support.

I am also very active in my local Unitarian Universalist Fellowship serving on our Board and also serving as a delegate as General Assembly.

Thank you all so much for this honor to serve on the SUUSI Board. I come full of energy and ideas with an open mind. Let's create magic together.

Respectfully submitted,
Bethany Cecere, Committee Chair

Policy & Bylaws Committee

The Bylaws and Policy Committee did not meet this past quarter.

While there were program-specific policy developments over the past quarter related to insurance, transportation, and safety, none of these changes impacted policies that are currently included in the broad SUUSI Policy document, therefore, the committee did not convene.

The week before SUUSI we received some Title IX + Clery Act information and training from Radford University that is necessitating us to make some changes to our SUUSI policies, specifically, Section 10 Dealing with Unethical/Inappropriate Behavior, Section 10.1: Harassment at SUUSI, Anti-Harassment Policy and Procedures for Anti-Harassment Policy Enforcement. Please review page 27-30 of the [SUUSI Policy Manual](#) to review the changes we will be voting on.

The committee is engaging in on-going work in the following areas:

- Developing clear, updated role descriptions for Officers and Board Committee Chairs.
- Clarifying and streamlining the expectations/code of behavior for SUUSI participants, staff, and Board in the SUUSI Policies.

Foundation Board

The SUUSI Foundation Board President Spring Report

Current Foundation Board Members

The SUUSI Foundation Board of Directors consists of 7 individuals who are passionate about SUUSI and its future. The Board meets several times per year and coordinates all fundraising efforts for SUUSI, including The Endowment Fund and SUUSIships. Here, you can meet our members and also find links to the meeting minutes, [policy manual](#), and [bylaws](#).

SUUSI Foundation Board President- Nicole Tearno (at large member)

SUUSI Foundation Board Treasurer- Joyce Munro (at large member)

SUUSI Foundation Board Secretary- Stacie Vecchietti (appointed SUUSI org board member)

SUUSI Foundation Board Member Andrew Diamond (appointed SUUSI org board member)

SUUSI Foundation Board Member- Kimi Reigel (appointed SUUSI org board member)

SUUSI Foundation Board Member- Anthony Quandt-Judd (appointed SUUSI org board member)

SUUSI Foundation Board Member- Marc Nevin (appointed SUUSI org board member)

Introduction

The SUUSI Foundation extends heartfelt gratitude to Stacie, Andrew, Kimi, Anthony, and Marc for their invaluable participation this year. As we look ahead, our focus will be on fundraising, continuing our policy review, and planning for more promotional events at SUUSI 2025. We eagerly anticipate welcoming our new board members once committee assignments are finalized.

We have been forging ahead with the administration of SUUSIships. This year, we have seen a significant increase in demand, and Nicole and Joyce have been diligently working to uphold fair standards for the sustainable allocation of funds.

New SUUSI Foundation Board Members

As we continue to expand and strengthen the Southeast Unitarian Universalist Summer Institute (SUUSI) Foundation, we recognize the vital role our sister organization plays in our collective success. We are currently seeking dedicated board members from our sister organizations board who are passionate about and eager to contribute to our fundraising initiatives. Your involvement will be instrumental in helping us achieve our goals and ensuring the sustainability and growth of our programs. Together, we can create a more vibrant and supportive community for all our members.

Activities incoming SUUSI Foundation board members can expect to work on

Fundraising Ideas

- Giving Tuesday
- End of Year Email
- Merch Bundles
- Holiday Cards
- Calendar sale/fundraiser
- Calendar
- Planned Giving Workshops
- Name Tag Decorations for Donors
- Activities that take place at SUUSI 2025

Also expect to engage in conversations about SUUSIship allocation goals and procedures. Also, please make sure someone who is appointed to the SUUSI Foundation Board is willing to be the SUUSI Foundation board secretary. Thank you!

SUUSIship Scholarship Program Report

Overview

The SUUSIship program received many applications this year, indicating a growing demand for financial assistance within our community. Below are the key figures and observations from this year's program:

- Amount Requested by Applicants: \$27,728.75
- Amount of SUUSIship Funds Allocated: \$19,227.50
- Number of SUUSIship Recipients: 33 people

Analysis

Application Trends

This year, we marked a significant increase in the number of SUUSIship applications. The surge suggests an escalating need for support among our community members, a trend that we anticipate will persist in 2025. This rise in demand underscores the vital role the SUUSIship program plays in making our events accessible to a diverse group of participants.

Fund Allocation Strategy

We have deliberately refrained from depleting the entire SUUSIship account to manage our resources prudently. By allocating \$19,227.50 out of the total requested amount of \$27,728.75, we have ensured that some funds remain available for SUUSI 2025. This cautious approach is

essential for maintaining the sustainability of the scholarship program amid fluctuating donation levels.

Charitable Giving

A critical challenge is the notable decline in charitable giving over the past three years. This trend poses a risk to the future viability of the SUUSIship program. The decrease in donations necessitates a concerted effort to encourage and promote contributions specifically earmarked for SUUSIships in the coming year. Replenishing these funds is crucial for continuing to provide this essential outreach service.

Recommendations

1. Increase Fundraising Efforts: Develop and implement targeted fundraising campaigns to bolster the SUUSIship fund. Highlight the impact of the scholarships and the increasing need for financial assistance within the community.
2. Engage the Community: Foster a culture of giving by sharing success stories of SUUSIship recipients. Showcasing the personal and community benefits of the program can inspire more donations.
3. Sustainable Financial Planning: Continue to allocate funds judiciously, ensuring that we can meet the needs of applicants while maintaining a reserve for future demands.

Conclusion

The SUUSIship program remains a cornerstone of our commitment to inclusivity and support within the SUUSI community. Despite the challenges posed by declining charitable contributions, our strategic fund allocation has allowed us to assist 33 individuals this year while preserving resources for future applicants. A renewed focus on fundraising and community engagement will be essential to sustaining and expanding this vital program.



SUUSI Board Member Position Description

Mission:

At SUUSI, our mission is to create a transformative one-week experience that brings out the best in each participant, aligning with Unitarian Universalist principles. We foster an intergenerational environment of love, personal freedom, ethics, and joy within an intentional, nonjudgmental community.

Position Overview:

As a Board Member, you play a vital role in supporting SUUSI's mission **all year long**. While the day-to-day operations of SUUSI are managed by the SUUSI Core staff, the relationship between the Board and Core Staff is collaborative. Active Board involvement is essential for effective governance.

Key Responsibilities:

1. Mission Alignment:

- Understand and champion SUUSI's mission, programs, policies, and purpose.
- Advocate for the health and well-being of SUUSI as a whole.

2. Financial Stewardship:

- Ensure strong fiduciary oversight and responsible financial management.
- Faithfully read and understand the organization's board materials and financial statements in advance of board meetings.
- Give a meaningful personal financial donation.

3. Board Effectiveness:

- Attend SUUSI Board meetings (both planned and emergency). There are currently five planned Board meetings per year [two @ SUUSI - one involving an early arrival, and a blend of virtual and in-person meetings outside of the week of SUUSI].
- Promptly respond to communications.

- Serve on at least one standing SUUSI Board committee. Each Board committee typically meets 4-6 times per year. Standing committees include: Elections and Nominations, Executive, Finance, Outreach, Policy and Bylaws, and SUUSI Foundation.
 - Regularly assess Board processes and performance.
- 4. Board Development:**
- Recruit new Board members, ensuring a balanced composition of experience, skills, and community representation.
 - Orient and support new Board members.
- 5. Organizational Planning:**
- Select and support the performance of the SUUSI Director(s).
 - Collaborate with the SUUSI Director(s) and Core Staff to develop and implement effective organizational strategies.
- 6. Community Engagement:**
- Actively promote SUUSI year-round.
 - Gather feedback from the SUUSI community informally and through formal evaluation processes.
- 7. Diversity and Inclusion:**
- Foster an environment that celebrates diversity and encourages participation from people of all identities and backgrounds.
- 8. Additional Responsibilities:**
- Read, understand, and follow the SUUSI Bylaws, Policy Manual, and Resolutions.
 - Maintain confidentiality of Board discussions, actions, and internal matters of the organization.
 - Respect the experiences of all voices within SUUSI board meetings and the SUUSI community.
 - Sign (and update, as needed) the Board Covenant, Statement of Affirmation, and conflict of interest disclosure.
 - Uphold legal duties and comply with nonprofit governance laws.
- 9. Terms:**
- No member shall serve more than two consecutive three-year terms.
 - Partial terms do not count as full terms.
 - Elected and appointed adult trustees take office at the beginning of the program year following their election or selection and certification.