

UUCB Board Meeting Minutes
Thursday, May 12, 2022
5:00- 7:00 pm remote via Zoom Room

Board Members Present: Kathy Ann Shaw, Martha Naber, Kevin Kane, Karen Foust, Terry Cairn, Harry Grimmnitz, Catherine Emery and Allison Foust

Guests: Cheryl Ring, Stefanie Barley, and Michaela Loisel

Agenda:

- Clerks Report
- Treasurer's Report
- Finance Committee's Report
- COVID-19 Task Force Report
- President's Report
 - Restorative Justice Sessions
 - Interim Search Update
- Minister's Report

New Business:

- Final review of FY2022/2023 Budget
- Discussion of Annual Meeting on June 5th
 - Update on Board and Committee selections
 - Choosing a Moderator
- Honoring Special groups: Who and How

Welcome: Kathy Ann welcomed the Board in with a Chalice Lighting about seasonal transitions and members conducted a brief check-in

Clerk's Report: A typo was corrected from the April 14th Minutes and then Terry moved to accept the Minutes of the April 14th Board Meeting. Harry seconded. All were in favor.

Treasurer's Report: Martha

- The Fiscal Year is 83% through its cycle, with the budgeted income at 90% and 72% of expenditures being used.
- 97% of pledges have been received for the Fiscal Year.
- Auction proceeds have been increased by \$700 as a second work crew received a bid.
- \$3,100 will be received from the Adams Trust for this year.
- Income from the Ballard Trust was higher than anticipated because of the strength of the market this past year.
- Equipment maintenance will be higher than anticipated thus likely bringing the total administrative expenses to the budgeted amount.
- The Building & Maintenance expenses will likely be under budget.
- The Match for the Annual Appeal came in so there is now \$12,000 in that line on the budget.
- The Loan payment will be paid off in June 2024.
- Salaries will be at 100% of Budget by the end of June.

Finance Committee Report: Harry

- Pledging units have decreased from 69 to 57 as of the end of April with no new pledging units in this Fiscal Year. Martha noted that as of the meeting there were 62 pledging units.
- \$124,910 in pledges have come in and the hope is that \$130,000 will be achieved.
- The Finance Committee recommends that the Board send out emails reminding people to pledge if they have not already. Board members will need to check with Lynn on the people that they were assigned to call and send out emails to those that have not yet come in.
- Wick Johnson is working on the paperwork for the employee retention tax credit with the hope that the Church might be eligible for a few thousand dollars.
- A Church member has offered to rent space in the Judd house and the Finance Committee felt that the Board should vote on whether to do so. A motion was made but voting was withheld so that the Board could have more time to discuss whether there was a need for the space within the Church itself. Discussion was broken down into categories that need more information such as:
 - Do we want to rent the space?
 - What makes this space attractive to this potential renter?
 - In the interest of fairness, what would the going rate be if the potential renter were to go elsewhere?

The primary question is whether the Board/Church community actually wants to rent the space at all.

COVID-19 Task Force Report – Harry Grimmnitz

- The number of infections, hospitalizations and ICU admissions have all increased. This week the seats will be six feet apart as the region is currently yellow.
- The Board discussed whether rental groups would be asked to follow the Church's Covid guidelines and acknowledged that we would not be monitoring rental groups to enforce our guidelines.
- Color code guidelines are updated by county on Thursdays so any changes would be made for the Sunday following the week after, not the Sunday directly after.
- Chloe suggested that the Board might want to combine the yellow and red policies into one in terms of masking and spacing within the Sanctuary and Fellowship Hall. No action was taken by the Board on this suggestion.
- The Covid-19 Advisory Group will discuss at more length in its next meeting to try to make a recommendation to the Board.

President's Report – Kathy Ann Shaw

- Restorative Justice Meetings will be held on May 19th from 6 to 9 on Zoom, and on Saturday May 21st in person from 10 to 2 with Reverend Paul Langston Daley. Kevin has agreed to arrive in advance of the meeting on Saturday to set up and greet Reverend Paul. Kathy Ann will order lunch for the in-person meeting but will not be able to attend on Saturday. The Board agreed that sending out emails to reach out to those who might not still be on the regular email list but who might have a particular interest in participating in the process.

- The Interim Search has started and there were three candidates who has expressed an interest. One of them has withdrawn, leaving two candidates to interview. An offer needs to be made by noon on May 18th. The market for ministers is very tight but we remain hopeful.

Update on Committee Selections: Cheryl Ring and Stefanie Barley

- Many slots for leadership positions have been filled with some important positions remaining open such as Clerk and Youth Representative to the Board, Committee on Ministry (2 members), and Chair of the Worship Committee
- Suggestions were made to either suspend the Committee on Ministry during the interim term or combine the Committee on Ministry with the Transition Team during the interim since there are two openings on the Committee on Ministry.
- Karen and Allison Foust who are stepping down from their Board positions offered to Co-Chair the Fundraising Committee.
- Susan Claska Burnett is stepping down as Worship Committee Chair to join the Board as the Vice President next year. She will be missed in that position but heartily welcomed on the Board.

Minister's Report – Chloe Briede

- Chloe reported that her last Sunday in the pulpit will be July 3rd and her last day of work will be July 5th. She will take her vacation days for the rest of July.
- The meeting between the Transition Team and Staff lasted over 2 hours and went well. There was much discussion in that meeting about ideas, concerns, and thoughts.
- Chloe wondered whether the Church's outward appearance matches the energy inside. In particular, she noted that the building looks a bit tired, and the website needs to be re-energized.
- Chloe also noted that the Church is very heavy on leadership at this time with 9 Board members for about 50 regular attendees, almost 20% of the congregation holds leadership positions.
- Chloe extended kudos to John Seksay for his work this past Sunday to engage those people who attended worship on-line.
- There will be no nursery care this summer as Monique's 42- week contract furloughs her during the summer and there would be no one to coordinate the care following the Safe Congregation Policy.

New Business -

Annual Meeting – The Board unanimously agreed that Kathy Ann would ask Nancy Fritz to moderate the annual meeting on June 5th.

Final Review of FY 22/23 Budget

- Our current (FY 21/22) budget is going to show a deficit, so there will not be any carryover into next year's budget. Most of the income for FY 21/22 has been received whereas many expenses have not been accounted for yet.
- Much of the projected income is down: Fundraising decreased by about \$5,150; Donations were decreased; the Auction has been greatly reduced and although there is some interest in continuing to make and sell wreaths, the other aspects of the Holiday Fair will be greatly reduced; Pledges are also down.

- In order to balance the budget, the Finance Committee recommends a one time withdrawal of money from the Endowment and Savings an investment in the future of the Church community. These withdrawals would be made as a last resort, if needed. Money would be taken first from the rainy-day fund and our savings and as a final resort, from the endowment. Rather than try to cut a few hundred dollars here and there from programs that are already bare bones, or cut staff positions the Committee feels that this is the best way to move forward and re-energize the community.
- The amount that had been put in the budget for the settled Minister search was taken out since the Interim Minister position would be for another 2 years.

Harry made a motion to accept the FY 22/23 budget as presented.

Discussion ensued regarding the need for a clear mission for next year: what do we hope to be as a Church community? The \$27,500 total that is recommended to be taken from Savings and the Endowment should be looked at as an investment in our future. Staff is needed at the present levels to engage in how we move forward.

As part of the plan for communicating the Budget plan, it was agreed that an email will be sent to the congregation advising them that the Board is looking at withdrawing the money from Savings and the Endowment as a last resort, if needed.

Harry moved that the Board accept the proposed budget for FY 22/23 as presented and that when the Budget is presented at the Annual Meeting, we use the most up to date information on pledges. Martha seconded. The Final Draft, with the most up to date numbers, will be given to Lynn as close to printing as possible.

Terry motioned to adjourn, and Martha seconded. All were in favor.