

## UUCL BoT Minutes - January 17, 2023

Location: Online Zoom 7:00 p.m.

Trustees Present: Fred Foster-Clark, Leslie Laird, Carole Campbell, Steve Jones, Alan Jacobs, Darcy Pollock, Jonas Kauffman, Rev. Patricia Guthmann Haresch

Others Present: Kay Welty (COM)

### 1. Opening

President Fred convened the meeting at 7:02 p.m. Carole lit a chalice in memory of Dr. Martin Luther King. Carole led the BoT in a short meditation and a brief check-in.

### 2. Housekeeping

Fred updated us on Kim's absence. Leslie will take minutes tonight. Alan is the timekeeper. Fred reminded us of the updated agenda sent out today and asked for any changes. None were given.

Fred reinstated the tradition of notes of appreciation. That began at last Sunday's worship service to Pat Cluely and Wayne and Kitty Laepplle who have been helping to bring back coffee hour and distribute Social Justice calendars. Suggestions for others are welcome. Fred will bring cards to Sunday service. Steve suggested Ray Bradley.

Reminder of UUA regional congregational items Fred sent out with the agenda. Rev. Pat questioned how to get this information to the congregation. We should let Sindy know of any events appropriate for the congregation through the LoveLetter.

Steve received a call from someone who offered to help with the sound system on Sunday mornings. Rev. Pat suggested Steve pass that information on to Eli.

Rev. Pat questioned the use of a parking space behind the church for volunteer of the month. She will check with staff to see if it is used or can be freed up.

### 3. Treasurer's Report

Jonas reviewed our current financial status. We are currently about \$35,000 to the positive. We're only about \$8,000 behind our budget for this time of year. No expenditures are extraordinarily out of line, but some are higher than budgeted. We are ahead of budget in personnel expenses.

The church received a gift from Fred Kinsey through a donor advised fund as an unrestricted gift. The Board needs to accept this. As per the By-Laws we can allocate this money 50% to operating budget and 50% to property preservation fund. The FAC is recommending \$24,300 allowed to the operating budget be used to offset the budget deficit. John Snyder prepared a forecast of the year-end budget with a \$8,000 deficit

including the Kinsey gift and an increase in Eli's salary. **Alan moved and Carole seconded that the December Treasurer's report be accepted. The motion was approved unanimously. Darcy moved and Steve seconded that 50% of the gift from the Fred Kinsey fund be deposited in the operating budget. The motion was approved unanimously.**

An additional amount is forthcoming from Fred Kinsey's estate, which will be restricted to the property preservation fund.

4. Consent Agenda

**Carole moved that the Consent Agenda for approval of the December 20,2022 meeting minutes be accepted. The motion was approved unanimously.**

5. Budget Gap Discussion

Darcy expressed concern about sustainability. The FAC did discuss this issue at their last meeting. We have funds to cover deficits for a few years. Growth in membership and pledge units is needed. The FAC also had a discussion about hiring someone to grow the church and bring in new monies. Could a new adult faith development person also do this as well as adult outreach? Rev. Pat suggested connecting with local colleges for ministerial interns. We might consider two separate positions: one for adults and one for children.

Rev. Pat reported that budgetary issues are common for all churches. It may be time to look at other sources of income and fundraisers. Beneficiaries of other fundraisers can possibly be others in the community. Should we hire a professional fundraiser? Rev. Pat will be pursuing connecting with prospective new members. Basing income predominantly on pledging may be going away.

A discussion was held about how and if monies from Walters Trust can benefit the church and the budget. Carole is encouraging more church activities that reach out into the community.

Rev. Pat suggested we look at ways to increase social and fundraising activities. Leslie suggested we convene a group of interested people after the auction is completed in April.

6. Old Business

The elevator did not pass inspection due to rust. The Ops team received an estimate of \$6,500 to get rid of rust and repaint. There may be some other things that need to be done. Robert is working with our existing elevator maintenance company to resolve the issues. He will also consider switching to another company.

Glenna Eshelman made a donation to be used outside of the regular operating budget. The elevator might be the type of project she would be interested in. Fred will explore the idea with Glenna.

The new chiller is being installed next month. The payment for this will come from the Capital Reserve Account. \$78,000 is needed to finish the project. **Alan moved and Darcy seconded to use Capital Reserve money for the remaining payment for heating and cooling improvements. The motion was approved unanimously.** Jonas will convey this information to Kelsey for payment of the bill.

There will be no in-church service on the Sunday in February that the new chiller is being installed. An open air service will be offered on that Sunday.

Negotiations with Milagro House are still ongoing. A stumbling block is providing security for the Co-op.

Rev. Pat reported on the evacuation drill debriefing. The drill happened quickly. Someone does need to be in charge. Who will be in charge if the Minister isn't in the room? Rev. Pat will find out who has the key to the basement of the Lutheran church, which we can use in an emergency. We should do another drill in the spring. No complaints were received. It would be helpful to have walkie/talkies. The church does have these.

Fred reported that the Safety Team has been meeting. We need a report from the team regarding what is taking place and what still needs to be done. Fred will follow up with the Safety Team and Leadership. Rev. Pat suggested that Ops and the Safety Team meet together and also have a consultation with Lenore before she leaves. Fred will share information from UUA Presidents with the Board so we can see what other churches are doing regarding safety.

Rev. Pat and Fred updated us on the DLFD transition. Someone from UUA is available to do a visioning workshop to gather ideas and help us put together the search process. Goal is to have a new person start in August. A congregant is interested in doing children and youth programming. There is the possibility of hiring someone to do adult programming through a hybrid format.

A reception will be held for Lenore after the Worship Service on February 12th. She will also be recognized during the service. The Board and Faith Development Council (FDC) will pair up to host the reception. Cake and coffee and beverages. Fred will connect with the FDC. Darcy will spearhead the planning effort. Leslie & Darcy will connect about getting Lenore a gift.

## 7. New Business

Leslie reported on the Personnel Committee recommendation to increase Eli's salary.

**Leslie moved and Steve seconded to increase Eli Saul's salary to \$26,070/year with no benefits. The motion was approved unanimously.**

Fred reported on membership counts. Fred recommends sharing the list of people who have not made annual pledges with Darcy and Carole.

Fred reviewed the questions for the Congregational Certification. Rev. Pat will bring the questionnaire to Kelsey. The BoT is asked to fill out questions we can answer and send the answers to Fred by Thursday 1/19. Fred will compile and submit the questionnaire.

Preparations for GA. Stephanie Santiago is eager to be involved. Susan Lithgoe is still unsure. Darcy will follow up with Susan. Other people who may be interested are Lou Ann Miller, Dave Dussinger, Naomi Levine. Fred will follow up with these people.

Rev. Pat is looking for a sense from the Board about Summer plans. Rev. Pat will check if the music staff are contracted to work over the summer.

Steve received a phone call from Mike Ziegler. Mike is willing to work with our tech people to make our sound system better. Mike is willing to show our tech staff the equipment used at Willow Valley. Rev. Pat will tell Eli about this.

Fred is meeting on Thursday with the Facility/Fee Task Force. There may be changes to membership categories in the By-Laws. Fred will share information from this Task Force with the Board after the Thursday meeting.

Upcoming

- 1) Review of Rev. Pat's contract
- 2) President and Vice President are both leaving the Board in June. We need to be thinking ahead about Board leadership and new Board members.

There being no further business, the meeting was adjourned at 9:26 p.m.

Respectfully submitted,

Leslie Laird (for Kim Chappell)

## January 2023 Treasurer's Report

Dear UUCL Board of Trustees:

Attached are the December 2022 financial statements. The month provided a net surplus of \$25k, with revenues exceeding budget by \$7.2k and expenses under budget by \$6.1k.

Expense areas over budget for the month and year-to-date include Computer IT Support (over \$520 for the month \$2.6k for the year), Yarnell Security Systems (over \$1.4k for the month, \$1.0k YTD), Electricity (over \$333 for the month, \$1.7k YTD). However, the most significant expense category--Personnel--is \$1.9k under budget for the month and \$12.1k under YTD.

At the halfway point in our fiscal year, we have a \$34.9k net surplus which puts us \$8.4k behind budget YTD. Our Operating Fund balance stands at \$185k.

In December, the church received a bequest from the W. Fred Kinsey III Charitable Fund. Those funds are presently held in the Unrestricted Gifts account within the Temporary Restricted accounts. Board approval will be requested to move 50% of the gift into the operating budget and 50% into the Property Preservation Fund, following the protocol defined in our bylaws.

Respectfully submitted,  
Jonas Kauffman

Approved