

UUCL BoT Minutes – February 21, 2023

Location: online Zoom, 7:00 p.m.

Trustees Present: Fred Foster-Clark, Kim Chappell, Alan Jacobs, Steve Jones, Leslie Laird, Darcy Pollock; Rev. Patricia Guthmann Haresch; Jonas Kauffman, Treasurer

Others present: Kay Welty (COM); Stephanie Santiago

President Fred convened the meeting at 7:06. Darcy lit a chalice and read a portion of a *Wall Street Journal* article about democratization. Members read the Board Covenant.

Under Housekeeping, the Board discussed signing notes of appreciation to these congregants: 1) to Don Nelson, for his work on the library reorganization; and 2) to the Faith Development Council members who have sustained programming since Lenore's departure: Suz Boyle, Michelle Capobianco, Naomi Levine, LouAnn Miller, Stephanie Santiago Joanna Ruhl, and Gwen Tullin.

Stephanie Santiago addressed the Board regarding scheduling a block party event on Pine Street in May. The event could coincide with the UUCL mural celebration and a plant sale; the events would extend UUCL's visibility and outreach to the neighborhood. She asked for approval from the Board to apply for a city grant of \$250. Seventy-five percent of the neighbors must agree, and the party would have a four-hour maximum. **Alan moved and Darcy seconded to support the idea and delegate Stephanie as city liaison. The motion was passed unanimously.**

Jonas presented the Treasurer's report for January (attached). He emphasized that the one-time bequest from the Fred Kinsey estate has eliminated much of the shortfall in current budgetary receipts, but that UUCL cannot depend on bequests like this one to balance a budget. **Steve moved and Alan seconded that the report be approved. The motion was passed unanimously.**

On another financial matter, Jonas asked the Board's approval to move \$80,000 from the Capital Reserve Fund to the Capital Expenditures Fund to complete payment for the chiller replacement, which will take place on March 12, 2023. In response to a question, he noted that approximately \$270,000 is currently in the Capital Reserve Fund. **Darcy moved and Leslie seconded that the fund transfer from Capital Preservation to Capital Expenditure be approved; it was passed unanimously.**

Jonas reported that the Financial Advisory Committee had met, and that the proposed 2023-2024 budget is nearing completion. A potential deficit of \$41,000 is foreseen; Jonas said that it is "not a happy picture at this point." Expected pledge income is being set at \$280,000, as opposed to the current year's anticipated \$305,000. He said the preliminary budget will be presented to the Board in mid-March.

There were two items under the consent agenda: 1) approval of the January 2023 BoT meeting minutes and 2) the appointment of Kelsey Shaeffer to the Walters Trust

Program Committee effective July 1, 2023. **Kim moved and Alan seconded that the consent agenda be approved; the motion was passed unanimously.**

Under old business, six areas were discussed. They included:

- A facilities report by Alan which noted the chiller replacement, the repair of the entry intercom, the relocation of the library, and the possible cost (\$5,000) of remediating conditions in the elevator shaft.
- A security/safety report from Steve and Rev. Pat which centered on the March 5th worship service and subsequent workshop led by Rev. Sunshine Wolf. Rev. Pat noted that this would be the first opportunity for congregants as a whole to discuss the issues of security. Both she and Steve recommend that any kind of congregational vote not be scheduled until the Board reconvenes to discuss a course forward and congregants have time to process the issue. (See attached letter from President Fred Foster-Clark with details about the March 5th event.)
- The Action Plan Task Force is scheduled to send its report to the Board by March 3rd, and a special Board meeting on their report (and possibly on the security issues as well) will take place on March 9th.
- Leslie reported that the COVID Task Force has not yet met, and is trying to schedule a meeting date.
- Leslie also updated the Auction Committee's progress toward the March 18th opening event.
- Rev. Pat gave an update on the Director of Lifespan Faith Development position, recently vacated by Lenore Bajare-Dukes, and said that a job description for an acting DLFD position replacement is being prepared. She emphasized that the interim replacement would be working to support ongoing activities, and not deciding future planning. (See the aforementioned attached Foster-Clark letter for more details.)
- On a separate topic Rev. Pat noted that Rev. Matt Lenahan, former CER consultant, will be here for a February 26th service and a post-service discussion regarding the formation of a UUCL Justice Council. (See the attached aforementioned letter for greater detail.)

Under new business, personnel issues were foremost. The first issue discussed was proposed Personnel Manual changes, particularly about personnel performance reviews. Several comments suggested changing the date of an employee's personnel review from the employee's birth date to their employment anniversary date. The discussion veered to cost-of-living increases vs. merit increases. Darcy noted that COL increases are a function of UUA suggested salary levels, recognized that merit increases are desirable, but concluded that current budgetary receipts were insufficient to "afford any of this." Rev. Pat emphasized that it is important to monitor what an employee is doing above and beyond their job descriptions. Leslie will take suggested changes back to the Personnel Committee.

Another item under Personnel addressed changes to Eli Sauls' contract. Noting that he has been doing work both as Choir Director and in technical/production oversight, the Personnel Committee recommends that his contract be changed to 30 hours weekly, with a commensurate rise in salary and receipt of benefits. The proposal changes his title to Music and Technical Arts Director. Several members spoke of their approval of his work and increasing his salary, but wondered about how to fund the increase in salary/addition of benefits. **Darcy moved and Alan seconded that Eli's compensation reflect 30 hours weekly, with the addition of contractual benefits, and that his job title be changed to Music and Technical Arts Director. The motion was passed unanimously.** [This motion was subsequently corrected with a substitute motion that was moved by Leslie and seconded by Carole: **Eli's job title will be changed to Music and Technical Arts Director and his compensation increased to 30 hours weekly and he be offered benefits at 3/4 of full-time. Eli's weekly hours and hourly rate will be assessed in six months time. The motion was approved in an email vote by Board members on March 6 and 7, 2023.**]

A final personnel item was discussion of extending Rev. Pat's contract minister agreement, which will expire on June 30, 2023. Board members expressed satisfaction with her work to date, and appreciation for her willingness to commute two hours to UUCL. She explained that, as a contract minister, she will be investigating potential other ministries in the fall, and that we will need to look into potential other candidates as well. This is prudent for both parties, but by no means a valedictory. **Darcy moved and Steve seconded that Rev. Pat's contract be renewed for one year from July 1, 2023 to June 30, 2024. The motion was passed unanimously.**

One step toward resolving the long dissonance between UUCL members' rights and access to building facilities was taken with the adoption of a new Facility Fee schedule (see attached document). Although the definition of what defines a member must be amended, presented to the congregation, and approved at a Congregational Meeting, the new fee schedule will be in effect from tonight's approval. **Darcy moved and Leslie seconded that the revised Facility Fee policy be approved and that it will supersede conflicting restrictions in the Bylaws with the Board of Trustees' permission until the Bylaws have been changed. The motion was passed unanimously.**

Due to the late hour, Rev. Pat was unable to deliver her monthly report. It is attached to the minutes.

A final decision by the Board was its agreement to schedule the Spring Congregational Meeting on May 21, 2023.

The meeting was adjourned at 9:37.

Respectfully submitted,

Kim Chappell, Secretary

Treasurer's Report for January 2023

Dear UUCL Board of Trustees:

Attached are the January 2023 financial statements. The month provided a net surplus of \$11k, with revenues exceeding budget by \$23k and expenses under budget by \$6k.

The driver for this month's revenues was the allocation of 50% of the Fred Kinsey bequest to the operating budget as approved by the BoT last month. This is reflected in the \$24.4k entry in the Unrestricted Gifts account. Financial Commitments and Other Contributions of Record were slightly (1.2k) ahead of budget. YTD we continue to be behind our budgeted revenues, but the gap has fallen from \$30k in December to \$8k at January's close.

On the expense side, personnel costs ran \$2.7k under budget for the month and are under budget \$14.8k YTD. Smaller surpluses in a number of other categories (e.g. Cleaning Service, Outside Contractors, Utilities) account for the remaining \$3.5k cost savings for the month. Total expenses are \$28.7k under budget YTD.

Thanks largely to the Kinsey Family's generosity, we are now \$21k ahead of budget on a YTD basis.

Our Operating Fund balance at January month-end stood at \$147K.

Respectfully submitted,
Jonas Kauffman

Letter from Board President Fred Foster-Clark, February 23, 2023

Dear UUCL members and friends,

I write on behalf of the Board of Trustees to make sure that you are aware of some upcoming events and issues. First off, as I hope you have seen or heard about, next Sunday, March 5th, will have a special service and a workshop following, led by the Reverend Sunshine Wolfe, devoted to an airing of thoughts and feelings regarding security and safety at our church. I hope you will make every effort to attend. Both the service and workshop will be multiplatform – both in person and on Zoom. (More details about our workshop and worship leader that day is in the UUCL LoveLetter.) The service and workshop fulfill the promise we made at the Congregational meeting in November to address the flawed process by which we had reached a decision to negotiate a contract for armed security service during Sunday morning worship. The Board recognizes the

need for congregants' voices to be heard on this issue before any final determinations are made. In the intervening months, UUCL has taken many smaller steps toward increasing security and the safety of our premises and our people.

Regarding faith development, Reverend Pat and I, along with the Faith Development Council (FDC), have been working with UUA staff and consultants in preparation for this month's transitions in our faith development leadership. We are seeking an interim staff position to carry us through the summer with plans to hire a permanent replacement for Lenore to begin in fall 2023. To that end, we will hold another post-service workshop on Sunday, March 26, led by another outside consultant, to help us envision what we all want to see in our faith development programs moving forward. Until staffing is in place, Lenore's advanced planning and many months of work by our FDC and other volunteers has ensured that faith development programming will continue to be delivered in the coming weeks. Please make sure to express your appreciation to those, led by Joanna Ruhl and Suz Boyle, who have stepped forward in this work.

...

So you can see that 2023 is filled with many opportunities to set the future course of UUCL. Your participation in the upcoming conversations is vital to our church. We welcome your voices at the structured events, but if you can't make the events or can't get all you need to say said, make sure to communicate with your Board at Board@uuclonline.org. We look forward to your input.

In faith and hope as we move forward,

Fred Foster-Clark

UUCL Board President 2022-23

The 2023 Facility Fee schedule, adopted on February 21, 2023

UNITARIAN UNIVERSALIST CHURCH OF LANCASTER

RENTALS AND FACILITIES USE POLICIES (Revised 1/19/23)

A. STATEMENT OF PURPOSE

This policy exists to affirm and support the spiritual, educational and fellowship needs of our church congregation first and foremost, and to support, when possible, the needs of community groups and

individuals whose purpose is in concert with Unitarian Universalist principles and will provide opportunities for enrichment and outreach to both our congregation and the community at large.

Mission Statement: Come. Nourish the spirit; connect in love; act for justice.

B. GENERAL FACILITIES POLICIES

1. The Church's own programs will at all times take precedence over any outside group or persons. The office will see that facilities are not overbooked, and that all logistical considerations are addressed before approving use by any outside group or person.
2. Facilities are not to be used by any group or persons for purposes, or in a manner which is inconsistent with the Church's mission, vision and philosophies, or that violate any church policies or by-laws. Groups that are either closed to individuals based upon race, religion, political affiliation, gender, age, or sexual orientation, or having some undisclosed purpose, will not be granted permission to use Unitarian Universalist Church of Lancaster facilities.
3. Every external group or individual reserving space for an event must complete and sign (hard copy signed/email electronic signature) this form and be approved by the Office or the Operations Committee in order to schedule building facilities and equipment use for the purpose of meetings, special events, classes, workshops, weddings, receptions, or any function whether it is for one-time or ongoing use. *To this effect, please note the indemnification policy in # 4 below, and note that granting permission to use the church facilities does not necessarily constitute endorsement of the group or its goals. Priority of scheduling is given to meetings and gatherings for the work of UUCL, and ceremonial events of Members of UUCL. Outside groups must specify in their publicity that "meetings held at UUCL" rather than using language that may imply that there is sponsorship by or affiliation with the church. Rental customers may not conduct for-profit business in the course of their rental use.
4. The undersigned shall indemnify, defend and hold harmless the Unitarian Universalist Church of Lancaster (the "Church"), its Trustees, members, personnel, employees, agents, representatives, contractors, successors and assigns, as well as any other user, tenant, guest, licensee or occupant of the Church premises, from and against any and all claims, damage, injury, liability, loss or expense, including attorney's fees and expenses (collectively "Obligations"), arising out of or resulting from undersigned's presence in, or use of, the Church premises. The Church and its Trustees, members, personnel, employees, agents, representatives, contractors, successors and assigns, shall not be liable in any manner (including, without limitation, direct, indirect, special, incidental or consequential damages) to the undersigned, or the undersigned's personnel, employees, agents, representatives, contractors, successors or assigns, for any Obligations arising out of or resulting from undersigned's presence in, or use of, the Church premises.
5. To honor the Church's first right to use of our building for unscheduled special Church functions, every effort will be made to avoid such schedule conflicts; however, should this occur, the Church will endeavor to accommodate by making another space or time available.
6. A NO SMOKING policy is in effect in all areas within the building at all times. The designated smoking area is at the side entrance on Pine Street.
7. Facilities are not to be used by members or rented to outsiders for use in commercial for-profit ventures. It is understood that ALL groups using the church will be of a non-profit nature or will be using the church facilities for a religious, educational, or charitable purpose.
8. All educational classes and related activities must be conducted under the auspices of the Lifespan Faith Development programs. The ONLY exception to this policy is those programs offered by the following affiliated group(s): Lancaster Cooperative Preschool.

9. Lectures, demonstrations, concerts, and other similar scale events must be approved by the Operations Committee. Other ad hoc committees and affiliated groups including the Lancaster Cooperative Preschool must request special permission from the Operations Committee to host any such events. The Operations Committee will consider appropriateness and logistics of these events.

10. The office and the Operations Committee (acting within Board of Trustees guidelines) may refuse rental to any outside group or person at any time for logistical or other reasons consistent with these and other church policies.

11. The Board of Trustees may also temporarily waive any provision of this policy at any time, by majority vote, provided such waiver is deemed appropriate and is consistent with established UUCL practices, and the church by-laws.

C. POLICIES GOVERNING FEES AND DEPOSITS

1. The deposits and fees outlined in the appendix fee document refer to all areas of the Church complex.

2. The office (acting within Board of Trustees guidelines) or the Operations Committee may waive rental fees and/or deposits for outside non-profit groups deemed to be conducting activities beneficial to the neighborhood or the community at large. These exceptions are to be viewed as community outreach and a civic responsibility of the church. Donations may be requested from groups in this category.

3. For normal room rentals, all regular fees or donations and deposits must be paid by a minimum of 5 days in advance of rental use. In the case of ongoing use, fees are due at the beginning of each week, or month depending on the term of the agreement. All cancellations must be made at least 48 hours in advance of planned use in order to receive a refund of any fees paid. For weddings, dedications, and other such formal service uses, all fees must be paid in full by a minimum of 4 weeks in advance of the planned date of use. The only exceptions to these cancellation policies are in the case of severely inclement weather, or natural disaster, in which case, fees and deposits may be refunded at the office's and/or Operations Committee's discretion.

4. Weddings: An information form must be completed and returned to the church office along with a \$50.00 Non-Refundable deposit. This deposit is separate from other space charges and will be retained even if the event is canceled. All wedding dates are set on a first come, first served basis, and the return of the Wedding Information Form begins the process of confirming the date.

5. Members are entitled to the following rites of passage at UUCL with no charge for ministerial services or facility fees:

a. Weddings for themselves and their children

b. Memorial services at their own passing or when grieving the death of an immediate family member (i.e., a person's parents, brothers and sisters, husband or wife, and children).

c. Child dedications

6. Former active members of record are entitled to memorial services at UUCL at their own passing with no charge for ministerial services or facility fees.

D. POLICIES GOVERNING USE AND CARE OF FACILITIES

1. Any group or individual is required to exercise all safety precautions, and appropriate and customary care of UUCL facilities consistent with these policies. Any failure to comply will be considered grounds for forfeiture of continued or future use.

2. For all church community related activities (as defined in the Unitarian Universalist Church of Lancaster Safety Policies Pertaining to Children church community is defined as programs under the umbrella of

Lifespan Faith Development and Lancaster Cooperative Preschool) child abuse clearances will be run by the designated staff person.

3. For all other groups it is their responsibility to read and uphold the Unitarian Universalist Church of Lancaster Safety Policies Pertaining to Children. This would include running and incurring the cost of the clearances. Your signature at the end of this document is proof that you have read and understand the Unitarian Universalist Church of Lancaster Safety Policies Pertaining to Children. All Groups using space at UUCL must return the signature page of this document and keep the policy document for reference.

4. Users, whether they are members, friends, or outside groups and individuals, must leave the facilities used in a clean and satisfactory condition. Lights and other equipment must be turned off, and **ALL EXTERNAL DOORS MUST BE CHECKED AND SECURED**, and lights turned off in rooms and hallways when leaving. Any damages or facilities concerns should be reported immediately to the office, the

Facilities Director, or Board of Trustees President within 24 hours.

5. All postings and decorations must be approved by the office. No tape, tacks or other such devices shall be fixed to any walls or ceilings. Sticky Gum or other special fasteners would be preferred, and these are available in the office. All furniture rearrangement or removal must be approved in advance. *If you move furniture, please return it to the place it was when you entered the room before leaving. The church is not responsible for the disposal of any decorations, postings or other materials left behind by outside groups or individuals. Please make plans to remove all publications such as posters, etc. after your event has occurred.

6. All equipment, supplies, materials and musical instruments are the property of the UUCL. The use of any pianos and the organ in the sanctuary are restricted to the Church Organist, Director of Music, or other pre-approved musicians.

7. Our Pastoral Staff will perform Rite of Passage ceremonies for members, and pre-arranged/pre-approved non-members only. Outside parties may use the church for weddings and like activities, and they may secure the services of a minister from names the church office will supply, and in the case they wish to have other clergy, that clergy must be approved in advance by the minister of the Unitarian Universalist Church of Lancaster.

8. Any group canceling a meeting **MUST** notify the Church Office at least 24 hours in advance of the scheduled meeting. If you fail to notify the Church Office, this may result in the group forfeiting their right to meet in the facility, as well as forfeiture of any fees that have been paid. Cancellations due to weather or other unexpected causes will be taken into consideration.

9. Each year we continue to invest time and money for the maintenance and upgrading of the church property. Please help us keep our facilities in good condition by being cautious when serving refreshments in any of our spaces. No food or drink shall be permitted in the Sanctuary at any time. We ask that you notify us immediately if you have an accident or if any aspect of our facility is not functioning properly so that we may correct the issue as soon as possible please use the Emergency Contact numbers located below.

Please note that other groups may be using your space immediately after you vacate, and your assistance may be needed in cleaning up the space after your use. This may include emptying garbage, (for groups that have food or kitchen use), moving tables and chairs back to their original space, and general cleanup of litter that may have been dropped.

10. We must be diligent with all food items and remove the garbage and place it into the enclosed containers that are located behind the playground area. We do not wish to have a rodent problem either within or outside our building. If providing snacks: **NO** red or blue icing or drinks for events being held in Emerson Hall due to staining on the carpet in this area.

E. POLICIES FOR UNAFFILIATED GROUPS AND ORGANIZATIONS USING CHURCH FACILITIES

1. Groups and non-profit organizations working in direct conjunction with UUCL Action Teams or church programs shall be considered in-house participants and will be exempt from usage fees. Donations to help defray facility costs are welcome. These groups and organizations will not be required to provide their own certificates of insurance.
2. Groups and non-profit organizations not directly affiliated with UUCL Action Teams or church programs shall be considered guest users and will be subject to all usage fees. These groups and organizations are required to provide current certificates of insurance.
3. Groups and organizations established by or attended by members of UUCL, but which have no direct relationships with active Action Teams or church programs will be subject to the same fees and requirements as unaffiliated groups as defined in #2.
4. UUCL reserves the right to determine status on a case-by-case basis. Groups and organizations may apply for in house, exempt status if and when their circumstances change.
5. Application for space usage must be submitted a minimum two weeks prior to the event. This does not guarantee approval for usage of our space.
6. No group that is affiliated with any political party may use the space at UUCL as this could jeopardize our 501C3 status.

Signature of Space User

Date

MINISTER'S BOARD REPORT February 21, 2023

SUNDAY SERVICES

Attendance Since January Board Meeting:

Sunday, 1/22 Sin (2nd in Wounded Words Series) No count (well attended)

36 Zoom*, 42 views You Tube**

Sunday, 1/29 This We Believe 56, 26 Zoom, 51 views You Tube

(Co-led by Lenore & Elizabeth Shuba)

Sunday, 2/5 Labyrinth Service and Coffee Hour 83, 22 Zoom, 35 views You Tube

Events following service

Sunday, 2/12 Free to Be You & Me (All Ages) &No count (well attended)

Lenore's Farewell Service 21 Zoom, 25 views You Tube

Sunday, 2/19 Multi-Cultural Celebration (Pulpit No count (well attended)

Exchange – Rev. Meg, Boiling Spring) 26 Zoom, 11 views You Tube

Sunday Notes

* - Sometimes more than one person is participating on a device logged into Zoom

** - You Tube views as of 2/21/2023

– Asked Susan Lithgoe (coordinating Greeters/Ushers), to remind folks to count attendance and start counting children/families again

– Lenore was not able to provide a workshop to continue discussion about constructive pathways with regard to the problematic names memorialized in our stained glass windows.

– Kay Welty has been Worship Associate for Zoom most Sundays, facilitating conversation following the Service

– Coffee Hour continuing on First Sundays

Coming up:

Sunday, 2/26 God (3rd in Wounded Words Series)

Sunday, 2/26 Workshop following service on doing Justice work and forming a Justice Council

Sunday, 3/5 Guest Speaker, Rev. Sunshine Wulfe, Congregational Life Staff from

UUA Central East Region

Sunday, 3/5 Congregational discussion following service on security led by

Rev.Sunshine Wulfe BOARD ATTENDANCE IMPORTANT

- No vote at this time, but mainly to solicit discussion

Sunday, 3/12 Sing Along Service (All Ages – Outdoor Pavilion) (led by Faith Dev. & Music Team

Sunday, 3/12 Roof work on Building, Church building is closed

Other Events

Sunday, 3/26 Workshop/Discussion regarding future Faith Development Staff following service

Sunday, April 2 All ages Passover Seder following service

Sunday, April 9 All ages Passover/Easter/Pre-Christian Celebrations Outdoor Pavilion & Egg Hunt

To Be Announced Workshop on Pronouns & Intro to Opt In Stickers for Nametags

To Be Announced Information/Discussions Article II (Principles & Purposes) proposed revision

To Be Announced A community celebration of the UUCL Mural

Director of Lifespan Faith Development

After Fred & I met and had further consultations with consultant Andrea Perry Lerner (formerly of the Central East Region Staff) and after I met with the Faith Development Council, I am putting together a job posting for an Acting Coordinator of Faith Development (30 hours) to support Faith Development through July. Andrea and Lenore will post in their professional sites, we can post in the UUA and CER sites, and could post locally in Indeed and perhaps the

seminary. Hopefully, we'll find someone soon after the job is posted. The job could be hybrid, but the Faith Development Council noted and I agree, that it would be imperative to have someone on site or available to be on site on Sundays and to personally meet families.

Andrea will then facilitate a congregational workshop on Sunday, March 26 to help form a job description for future Faith Development Staff to begin in August..

Summer Plans

I am beginning to talk with the newly formed Music Team led by Eli, about summer Sundays (June 18?-August 27) being structured into one of three kinds:

- 1) Music on the Mulch or Outdoor Pavilion – mostly open mic (w/ chalice opening & closing & plate collection)
- 2) Community Speakers/Potluck – Lecture/Q&A Sanctuary or Founder's Hall (w/ chalice opening & closing & plate collection) followed by potluck in Emerson (no music)
- 3) "Standard" Sunday Services centering on music themes

Interested in any feedback from the Board

On the closing weekend of General Assembly we could not hold a service and encourage all to view the closing General Assembly worship service on Zoom.

There will be a regional outdoor Sunday Service in August (August 13?) involving my minister cluster from the UU congregations of York, Boiling Spring, Gettysburg (maybe others).

Also over the summer, UUCL will be hosting a table at Pride and the Faith Development Council is looking to host a UU & Me Mini Camp for K-5th Grade the last weekend of July.

Office Space

FYI. I have asked the Staff to consider best uses of space for their needs. Asking questions such as: Is everyone in the right office or need an office? Where might their files or other items be best stored?

Allan sent a note with regard to some space changes. The library has been moved to the second floor and the former library space has been repaired and Facilities now offices and stores items in the former downstairs library space. There is an empty classroom on the 2nd floor that is being considered for a casual sitting area as well as perhaps the Faith Development office. More table top work space was needed and it has been cramped with equipment in the passage to the hallway from the offices. An improved working space will be moved to one end of the Community Room (Fish Bowl).

I will keep the Board posted with regard to further changes.

Respectfully submitted, Rev. Patricia Guthmann Haresch