

## UUCL BOT Minutes – Monthly Meeting on July 23, 2020

Location: Online Zoom Meeting, 6:30 pm

Trustees Present: Carole Campbell, Darcy Pollack, Fred Foster-Clark, Alan Jacobs, Kim Chappell, Brad Weaver, Jonas Kauffman (Treasurer).

Others Present: Kay Welty (Personnel)

1. The meeting was called to order by Carole who also offered opening words.
2. **Kim moved to approve the minutes from Board meetings on June 25 and July 8; Alan seconded. Passed unanimously (by five members present at the time).** It was agreed that we would try to start the meetings at 7:00 pm next time and see how that works out, still trying to end by 9 pm.
3. Treasurer's Report: Jonas reported a \$11k loss for June which was less than expected. At year end, there was an almost \$24k budget surplus due to lower personnel costs with no draw taken on Operating Reserves as was budgeted. Pledges for the year completed were \$278k, and the year end fund balance was almost \$90k, not including the PPE loan. Jonas later clarified that the Operating Reserve balance stands at \$64k.
4. Financial Advisory Committee: Jonas reported that FAC would be moving to quarterly meetings except for during the budget preparation period (Jan. – Apr./May) when they will likely need to meet monthly. Jonas will serve as Board Liaison to both FAC and DIT committees. Recruitment of new FAC members were discussed and Board members assigned to follow up with potential recruits. (Jonas was excused from the meeting at this point.)
5. Complaints have been raised about the Coop Nursery School's storage of overflow items in hallways, stairwells, and supply closet. After some discussion, it was left to Alan to follow up with Robert and Lenore on the Facilities Task Force.
6. No update was available about the prospect of a Memorial Service for Hans Jenny.
7. Ministerial Search Committee/ Reverend Israel: A possible meet and greet between the BoT and Reverend Israel was discussed. Darcy will pursue this possibility. Fred volunteered to be the Board rep available to assist Bev with onboarding Reverend Israel on August 17.
8. Retired Medical Debt: An update was shared about the RIP project funded in part by a Walters Grant. Appreciation was offered to Norm and Dottie Saunders, Tom Barninger, and George Kerekgyarto for their work on this important and successful project.
9. Board Committee Listing: The listing was reviewed and updated. (The revised listing appears as Attachment 1.) The need for a Communications Task Force was endorsed after reviewing the report from Lenore expressing the staff ideas about such a Task Force. It was decided to hold off on any action until conferring with Reverend Israel. Darcy and Kim agreed to serve as ACE (All Church Email) liaisons and place short, changing Board notices in the ACE which may include Board member profiles. A discussion of website issues followed, with the suggestion that Board members review the websites of other churches for models. Further discussion and action was tabled for another meeting.

10. The Board went into Executive Session briefly to consider a personnel issue.
11. Auction Committee: Kim reported that the Auction Committee had met on 7/8/20 and decided that a virtual auction in early March may be the best alternative. They are investigating a company that has been contracted by other UU churches to conduct the online auction. This has the advantage of being more inclusive of members/friends of more limited financial means than past auctions. The Committee will continue to meet regularly.
12. BoT Policy Handbook and documents: Kim, Carole, and Fred agreed to look into both the content and processes surrounding Board documents. The Policy Handbook in particular needs to be updated.
13. Darcy announced that a two and a half hour Zoom Orientation for new members would be held soon, to be followed by a church service to welcome new members on August 23.
14. George asked us to think about leadership development and transitioning to Board service. What training is needed? He also noted the August 22 training webinar for new Board members and church lay leaders run by the CER.
15. The meeting was adjourned at 9:10 pm on a motion by George (seconded by Alan and approved unanimously).

Respectfully Submitted by Fred Foster-Clark, Secretary

Attachment 1

List of Members on Board Committees (Updated 7/23/20)

Committee	In Old ByLaws?	In New ByLaws?	Member (Current)	Term Expires	Term	Comment
Audit	NO	YES	Open	6/30/2021	1	
Audit			Open	6/30/2020	2	
Audit			Open	6/30/2019	1	
			BoT Liaison:			
DIT	YES	YES	David Dobbins	6/30/2023	2	
DIT			Peter DeGreen	6/30/2023	1	
DIT			Vacant	6/30/2022	1	
DIT			Carol LeCato	6/30/2022	1	
DIT			John Herr	6/30/2021	2	
DIT			Robert Loftin	6/30/2021	2	
			BoT Liaison: Jonas Kauffman			
FAC	NO	YES	Vacant	6/30/2022	2	
FAC			John Snyder	6/30/2023	2	
FAC			Amy Singer??	6/30/2021	2	Resigning effective 6/30/2020??
			BoT Liaison: Jonas Kauffman			
Personnel	NO	YES	Kay Welty	6/30/2023	2	Agreed to serve only through 2021
Personnel			David Dussinger	6/30/2021	1	
Personnel			Open	6/30/2022	1	
Personnel			Open	6/30/2020	1	
			BoT Liaison: none			
Walters	YES	YES	George Kerekgyarto	6/30/2022	1	
Walters			Tim Harkleroad	6/30/2022	2	
Walters			Judy Hurlbut	6/30/2023	2	
Walters			Cindy Spotts	6/30/2023	1	
Walters			Marian Joyce	6/30/2021	2	
			BoT Liaison: Fred			

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Committee	In Old ByLaws?	In New ByLaws?	Member (Current)	Term Expires	Term	Comment
Operations	NO	YES	Robert Close			
Operations			Lenore Behare-Dukes			
Operations			Quin			
			BoT Liaison: Alan J.			
Stewardship	NO	YES	Lillian Pacheco	6/30/2022	1	
Stewardship			<del>Lisa Citrella</del>	6/30/2020	1	
Stewardship			<del>Mike Ziegler</del>	6/30/2021	1	
Stewardship			BoT Liaison: George H-R			
Leadership Devel.	NO	YES	Alan Jacobs	6/30/2021	1	past BoT president
Leadership Devel.			Sharron Nelson	6/30/2022	1	LDC appointee
Leadership Devel.			Someone from LC	6/30/2022	1	Leaders Circle appointee
Leadership Devel.			Vacant for now	6/30/2023	1	LDC appointee
Leadership Devel.			Vacant for now	6/30/2023	1	Leaders Circle appointee
Leadership Devel.			BoT Liaison: George H-R			
Committees <b>not</b> on Original List:						
COM	YES	YES	Laurence Carroll			Not sure which members are Board appointed??
COM			Suzanne Dunkle			
COM			Susan Dyson Harkleroad			
COM			Lou Ann Miller			
COM			open			
COM			Marianne Smith			
Facilities	NO	YES	Gina Hart			
Facilities			Phil Holzinger			
Facilities			Open			
			BoT Liaison: Alan J.			

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7/23/20)**

Committee	In Old ByLaws?	In New ByLaws?	Member (Current)	Term Expires	Term	Comment
Response Team	NO	NO	Lenore Bajare-Dukes			To be replaced by a Safety Committee; currently non-functioning
Response Team			Open			
Response Team			Fred Foster-Clark			
Response Team			Open			
Response Team			Melissa Tribuzio??			
Response Team			Melissa Underwood			
Leaders' Circle	NO	YES	BoT Liaison: Carole Campbell			

Approved