

## UUCL BOT Minutes – Monthly Meeting on September 24, 2020

Location: Online Zoom Meeting, 7:00 pm

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

Others Present: Reverend Israel Buffardi (Minister)

1. The meeting was called to order by Carole. Reverend Israel lit the chalice and offered opening words.
2. Mission/Vision. Reverend Israel would like to begin a visioning process to develop a new mission/vision for UUCL. Darcy recalled that the previous visioning process happened early in the tenure of Reverends Peter and Tricia. The importance of including newer members was stressed. Reverend Israel will see who is interested in becoming involved and asked for Board members with input to contact him.
3. Treasurer's Report. Jonas reported that the finances were mostly positive (written report is attached), except for a previous miscalculation of a pledge amount. Previous figures had overestimated pledge income. Actual pledges are currently \$42k under budget. Jonas is working with Bev to add actual monthly pledge contributions to the financial reports moving forward. The question of a second pledge drive was raised, but was felt unnecessary at this point. Darcy reported that she still needed to get the forgiveness application completed for the PPP loan. **Alan moved and Kim seconded a motion to approve the Treasurer's Report. All voted in favor.**
4. Update on COCC Position. In Kay's absence, Reverend Israel reported that he and the Personnel Committee had revised the job description which should already be posted via Indeed or will be very soon. Alan will post the job ad on the UUCL website. It will also be put on our Facebook page and the UUA job board. They are looking for one additional search committee member to review applications.
5. Darcy and Laurie Thompson will work with Reverend Israel to convert his contract to a called minister contract. A Notice of Call will also need to be filed with the UUA.
6. **Darcy moved to approve the minutes from Board meeting on July 23 with a second from George. Alan moved approval of the September 10 special meeting minutes (George seconded). Both motions passed unanimously.**
7. Fred reported on behalf of the subcommittee working on the revisions for the Board Policy Handbook. Certain sections just need to be updated with more recently approved documents and this is underway. However, sections dealing with Board Self-Governance, and Operational and Executive Limitations were written for a policy governance model that is no longer in effect. The subcommittee recommended a half-day Board retreat to work on governance issues to replace these sections of the Handbook. Fred will conduct a Doodle poll to ascertain a meeting time for a Saturday in October.
8. Committees: Vacancies and possible candidates on the Financial Advisory, Stewardship, Membership, Safety and Leadership Development Committees were discussed. Darcy will talk with

Susan Lithgoe about possible involvement of new members on committees. Other Board members were assigned roles to follow up on recruitment for these committees.

9. Reverend Israel reported that his days off would generally be Mondays and Saturdays. He is also forming a Transitional Team which will operate in place of the Committee on the Ministry for the time being.
10. Reverend Israel had suggestions for our Board meetings. First, he offered to continue to light a chalice and provide a check-in prompt to start each meeting. He also suggested that our Board retreat begin with some intention setting which he is willing to help with. Lastly, he suggested that we consider a Youth Liaison to the Board.
11. Stained-glass windows: A number of parishioners have raised concerns about the sanctuary window that has the Christopher Columbus section. Its removal has been suggested. There may be other elements of the windows that deserve scrutiny in light of how they may or may not reflect values currently held by the church and its members. Reverend Israel suggested that these issues need more discussion, possibly at an upcoming Town Hall meeting.
12. Congregational Meetings. The date for the Fall Congregation was set as October 25 with a Town Hall meeting to occur on October 11. Dates for the spring Town Hall and Congregational Meeting will be set next month. The purpose of Town Hall meetings was briefly reviewed.
13. The meeting was adjourned at 9:05 pm on a motion by Darcy (seconded by Kim and approved by all).

Respectfully Submitted by Fred Foster-Clark, Secretary

Attachment 1

September 2020 Treasurer's Report

Dear UUCL BOT,

Attached are the August 2020 financial statements which show a surplus for the month of \$30.4k. This month's Financial Commitments (pledge) receipts are high due to the transfer of \$37.3k of pre-paid pledges into current year contributions from the temporary restricted account.

Expenses for the month are \$9.4k less than budget. Personnel costs ran under budget by \$5.4k and utilities by \$1.7k, accounting for the majority of the cost savings for the month.

Last month I had reported that our pledge commitments for the year stood at \$272k. Discovery of an incorrectly recorded pledge commitment resulted in a significant reduction in our pledges. As of September 4<sup>th</sup>, the total commitments were \$258k.

Please let me know if you have any questions or comments.

Respectfully submitted,  
Jonas B. Kauffman

Approve