

## UUCL BOT Minutes – Monthly Meeting on March 25, 2021

Location: Online Zoom Meeting, 7:00 pm

Trustees Present: Carole Campbell, Darcy Pollock\*, Fred Foster-Clark, Alan Jacobs, Kim Chappell, Brad Weaver\*, George Herr-Riser, Jonas Kauffman (Treasurer) [\* = joined during item 4]

Others Present: Reverend Israel Buffardi (Minister), Lenore Bejare-Dukes (DFLD), Kay Welty (Personnel Comm.), John Snyder (Financial Advisory Committee (FAC) & Treasurer Emeritus)

1. The meeting was called to order by Carole at 7:07 pm with a chalice lighting and opening words by Reverend Israel.
2. **A motion to approve the minutes from the Board meeting on February 25 was made by George, seconded by Kim, and passed unanimously.**
3. Treasurer's Report (copy is attached). Jonas reported that we are running behind month to month which is usual for this time of year. We continue to be under budget in expenses for personnel. The timing and distribution of funds from the estate of Ruth Van Horn was explained. As a result from the final distribution from the estate, an additional \$9,456 was added to funds available for use at the discretion of the Board. In response to another question, Jonas stated that the Capital Reserve fund totaled about \$212k at the end of 2020. This fund receives an annual distribution of about \$21-22k per year from the Property Preservation Fund. **Fred moved and Alan seconded a motion to approve the Treasurer's Report. The motion was unanimously accepted.**
4. Budget Proposal. John and Jonas presented the initial draft of next year's budget. We currently have 122 pledging units which the FAC considers "not sustainable". The draft proposed budget results in a deficit of \$53k. The FAC would like this deficit to be closer to \$30k, but does not expect we could propose a balanced budget based on anticipated pledge levels. To support the necessary \$330,000 in pledge commitments needed for a fully balanced budget, we would need to get to 150-160 pledging units. The FAC would like the Board to have a plan to increase the pledging units and total dollars committed over the next 2-3 years. The proposed budget reflects a reduction in IT support expected from planned shifts in hardware and software. A question was raised about how Red Rose Sangha is treated in the budget. Red Rose Sangha, as a program of the church rather than a renter, needs to be integrated into stewardship. Carole, Darcy and Rev. Israel will follow up on this issue. Alan recommended that the allocation for Board expenses be dropped to \$250. Questions were raised about the sizeable increase in the Music budget. Rev. Israel feels that the increase is justified. He also spoke in support of maintaining the increases in Professional Expenses for staff. The zeroing out of monies for advertising through LNP was questioned. Reverend Israel will discuss with Brian and advise on this issue. Reverend Israel also questioned the way we handle membership categories and wondered whether some people may want to support the church in other ways than through traditional membership. John Snyder reiterated the FAC's recognition that the budget is not likely to be balanced in one year but stressed the need for a plan for growing the church into its budget.
5. Personnel Committee. The following report was shared with the Board:
  - Brian Nguyen was hired with a start date of March 9th as our new COCC.

- An employment offer has been extended to a candidate for Office Coordinator, and we are currently waiting for a signature back from that person on the Employment Agreement letter. That person (Kelsey Hall) is scheduled to begin as our Office Coordinator on April 6.
  - The Personnel Committee will return to its review of the current Personnel Manual and will bring suggested changes to the May BoT meeting.
6. Vision for Faith Development. Reverend Israel and Lenore both discussed the need for re-visioning faith development at UUCL and the need to tie it to the overall mission building process. Some of the key points raised in their discussion include:
- A strong desire for improved intergenerational connections came out of the initial mission workshop.
  - The need for re-visioning also comes out of the adaptations in RE engagement necessitated by the pandemic.
  - The mission process provides an opportunity to ask both what people need for religious education/faith development and what can we provide.
  - A whole church commitment and visioning is needed, not just incremental change.
  - The emphasis now and possibly into the future is for family ministry.
  - We need to break down the silo-ing of children separately from adults and be more inclusive of all ages in worship. Some churches have opted for a “second hour” on Sundays with RE for everyone.
  - There needs to be an RE Council to foster spiritual nourishment and engage them in a re-visioning process. But this all needs to be more explicitly discussed by the whole church as part of our mission work.
7. Reopening Coop Nursery. Darcy has been working with Bev Geib and with Melissa Underwood to explore what it would take financially and practically to re-open the Coop Nursery School in the fall. After considerable discussion and debate, the Board was in favor of recommending re-opening of the Coop NS if they are able to register and enroll sufficient numbers of students to break even financially. We ask that they collect data on this coming year’s enrolled students and their families so that we can all better understand the community needs that are being met by this program. They are also asked to work closely with the Re-Opening Task Force to ensure that appropriate safety protocols are in place and monitored. Furthermore, they are encouraged to recruit families with financial need through the provision of scholarships using existing funds, matching funds, or seek Walters grant support. Darcy was asked to continue to work with the Coop school and the Task Force on these issues and to convey the Board’s concerns and sentiments.
8. The meeting was adjourned at 10:02 pm on a motion by George, seconded by Darcy, and approved by all.

Respectfully Submitted by Fred Foster-Clark, Secretary

Attachment 1

March 2021 Treasurer's Report

Dear UUCL Board of Trustees:

Attached are the February 2021 financial statements which show an operating deficit of \$7k for the month and a fiscal year-to-date surplus of \$98k.

February's pledge receipts were \$14k. At this point in the year, we were expecting to have received 82% of our pledges; we continue to run slightly behind that at 79% of pledges received. However, as we discussed during the last BOT meeting, donations categorized as "Other Contributions of Record" are substantially ahead of budget. The annual budget for these donations is \$10k and as of February those contributions total \$24k.

February's expenses came in \$8k under budget, leaving our YTD expenses \$58k under budget. The personnel budget continues to contribute the majority of the YTD savings.

Please let me know if you have any questions or comments. Receiving questions prior to the BOT meeting will aid in advance preparation.

Respectfully submitted,

Jonas Kauffman