

## **UUCL BoT Minutes – October 27, 2021**

Location: Online Zoom Meeting, 7:00 p.m.

Trustees Present: Darcy Pollock, Fred Foster-Clark, Carole Campbell, Kim Chappell, Leslie Laird, Alan Jacobs, Brad Weaver; Jonas Kauffman (Treasurer); Rev. Israel

Others Present: Robert Close (Facilities), Marianne Smith, Kay Welty (COM)

1. The meeting was called to order at 7:02 by Darcy, with a chalice lighting and reading.
2. Jonas presented the September 2021 Treasurer's Report (attached). In addition to fiscal year first-quarter and month of September highlights, Jonas reported conversations with Kelsey re: her bookkeeping training with Bev and his encouraging her to make use of Bev's expertise. UUCL will be retaining Bev on a contractor hourly basis for intermittent training and consultation with Kelsey.

**Fred moved and Carole seconded a motion to accept the Treasurer's Report. The motion was passed 7-0.**

3. Robert Close gave a facilities update, which focused on the long-standing issue of high humidity in the church's basement and the immediate problem of fruit mold in the Emerson carpet. He answered a series of questions regarding the issues from the BoT regarding acquiring a dehumidification system and removing Emerson's carpet and replacing it with non-porous flooring. Darcy suggested that the discussion be tabled until a) humidity is more accurately measured, b) Robert gets competitive bids for flooring costs; and c) Jonas is consulted about funding source(s).

4. Marianne Smith gave a brief synopsis of a suit currently in litigation before the PA Commonwealth Court which would ensure that the state legislature enforces equitable school district funding. She is working with the Power Interfaith Coalition, Education and Justice to raise the racial justice issues about currently inequitable funding for lower-wealth districts. The School District of Lancaster is one of the litigants. She asked the BoT to endorse this litigation. Discussion centered around the desirability of having the entire UUCL congregation endorse the legal action as well as the BoT. A brief Congregational meeting will be held following the 11-7-21 service, which features a speaker on the issue, in order for UUCL as a whole to endorse the action.

**Alan moved and Carole seconded that the BoT (and not yet the UUCL body) support a resolution to endorse the litigation. The motion passed unanimously.**

5. Fred initiated a lengthy discussion about the current situation of several UUCL committees: the Leadership Development Committee (LDC), Personnel Committee (PC), Financial Advisory Committee (FAC), and the Operations Team (OT). Although the Personnel Committee is most critically depleted, having no members, several other committees need members as well. Fred volunteered to advertise the existing vacancies in the next LoveLetter and to encourage members to volunteer for a committee.

Conversation about the Operations Team involved the confusion about its role with that of the Facilities Committee. He suggested that the OT take over some of the more mundane decisions that the BoT currently has to make, thus allowing it to focus on longer-term, more policy-focused issues. The current OT charge (2017) includes the minister, the facilities manager, a BoT member, and two appointed UUCL members. It empowers the OT to authorize operational or facilities expenditures up to \$2,500. All BoT members agreed that the HR decisions authorized by the current charge should not be a part of a reformed group's mandate.

There was no motion nor vote on the committee discussion. The topic will be revisited at the November meeting.

6. Church member Elizabeth Haralam Shuba has requested that the BoT formally support her UUA application to be named an Affiliated Community Minister. Although she has not yet been ordained, UUCL's official support will help her UUA standing. She has submitted an agreement to UUCL, with her intention to conduct two services and one workshop annually for no compensation.

**Carole moved and Alan seconded that her application and contract should be approved and that she receive a \$500 stipend for professional expenses. The motion passed unanimously.**

7. The monthly consent agenda included approval of the BoT meetings on September 15, September 22, and October 19, 2021.

**Carole moved and Brad seconded that the minutes be approved. The motion passed unanimously.**

8. Darcy called for an executive session to discuss the hiring of a Communications and Outreach Coordinator. Kelsey Holl's new responsibilities with UUCL finance preclude her working with communications and outreach. Rev. Israel noted the desirability of hiring a person familiar with the tenets of Unitarian Universalism as well as an understanding of UUCL's particular needs. He highly recommended Sindy Pollard for this position, as she has a good understanding of the people and practices at UUCL and has proven technical experience in supporting Sunday services and other UUCL events.

**Leslie moved and Carole seconded that Sindy Pollard be named to the position for an initial period of six months. The motion passed unanimously.**

**9. At 9:34, Fred moved and Carole seconded that the meeting be adjourned. The motion passed unanimously.**

Respectfully submitted,

Kim Chappell, Secretary

## October 2021 Treasurer's Report

Dear UUCL Board of Trustees:

Attached are the September 2021 financial reports.

In the first quarter of our fiscal year, our income exceeded expenses by \$22k. We had budgeted for a \$31k surplus at this point in the year; thus, we are running \$9k behind our budget. The major cause of the year-to-date budget gap is the \$14k shortfall in expected pledges received in September. Given that our congregation has consistently met its pledge commitments in the past, I consider this to be nothing more than a timing issue at this point. Expenses for the quarter were \$9k under budget.

For the month of September, we had a loss of \$15k. Revenues ran \$17k short of budget and expenses were \$2k under budget.

Our Operating Fund balance at September month-end stood at \$119k. The decrease in this balance from last month reflects the transfers of \$64k to Capital Reserves and \$20k to Operating Reserves as approved by the Board of Trustees on September 15<sup>th</sup>.

Respectfully submitted,  
Jonas Kauffman

APPROVED