

DRAFT Minutes 9/17/2024 Board of Trustees Meeting

6:30 - 8:30 p.m. on Zoom

Trustees attending: Susan Lithgoe, Leslie Laird, Lou Ann Miller, Linda Frank, Darcy Pollock, Carole Campbell, Steve Jones; Jonas Kauffman, Treasurer; Reverend Howard Dana

Other attendees: Marianne Smith, Solar Panel Task Force; Kay Welty

I. Opening Words and Chalice lighting

President Lou Ann Miller opened the meeting at 6:31 p.m. Rev. Howard offered opening words from W.E.B. DuBois and the chalice was lit.

II. Consent Agenda

Carole moved and Linda seconded to accept the Board minutes of August 20, 2024. Passed unanimously.

III. Treasurer's Report - Jonas Kauffman

We are two months in on reporting the status of the budget. Pledge funds received were not strong over the summer. On the budget, receipt of pledge funds is spread evenly over each month. The surplus after the first two months is dramatically better than last year at this time, mostly due to higher pledge amounts. Several line items were over budget.

Jonas encourages the BoT to review the recommendations made by the FAC. The FAC is willing to help implement the Board's priorities.

Darcy moved and Carole seconded to approve the September treasurer's report. Passed unanimously.

IV. Staff Reports

Minister's Report - There is a lot that is going well. Other things are not. There is a clear lack of staff supervision. We need to have realistic expectations of what will and can get done in the next month. Weekly staff meetings are being held, and Howard is getting to know staff and their jobs. Sunday mornings are delightful and energetic. Rich will not be back this week. Susan, Darcy, and Carole volunteered to cover for Rich at church. Rich is monitoring his emails and doing what he can from home. The plan is for Rich to be back next week. Eli and Howard are taking care of the Order of Service for Sunday. Howard will let us know if there is anything else the Board can do to help.

Kelsey's Report was received in writing.

Further discussion is needed on what is the best way for BoT to receive staff reports.

Leslie will help employees with clearances when needed. Leslie will also come in next week to train Rich on Zoom.

V. Old Business

A. Approval of Solar Panels Project

Marianne Smith attended the meeting to update the Board on this project. A request was submitted to Walters Trust for a grant. The group has reached out to five vendors. It is difficult to find vendors to put solar panels on the side of a building. They are expecting quotes from two of the vendors and are continuing to look for a third vendor who will quote. Darcy questioned the direct pay amount from the federal government. It is a new program where the money is received one year after the project is completed. There is definitely a sense that congregants are interested in contributing to this project. The task force wants to begin receiving donations as Marianne believes it is best to be able to tell a vendor we already have the money and quotes often come with deadlines.

Howard shared that his previous church did install solar panels. The congregation there was happy with the savings incurred from the panels.

Darcy moved and Carole seconded that we open for donations with the understanding that the submitted plan has been modified to include a grant from Walters Trust instead of a loan. Passed unanimously. Linda suggested a presentation to the congregation and possibly the community.

B. Approval of Building Access Policy

Changes were made due to recommendations of the staff. Lou Ann asked if we had collected old key fobs in the past. Yes, this has been done in the past. Rich will handle this. Susan suggests we add an approval date on every page of the form. Howard suggested a change in who approves key fobs. Change was made on the policy. Carole moved and Steve seconded to accept the Building Access Policy as written. Passed unanimously.

C. Formalize Board Committee list and liaisons

Board committees were finalized. CoM does not request a liaison. Leader's Circle minutes will be included in the LoveNotes and posted at church.

Committee Liaisons

Membership: Leslie

Operations: Lou Ann

Personnel: Darcy

DIT: Jonas

FAC: Jonas

Walters: Linda

Co-op: Leslie

Safety: Steve

Stewardship: Darcy

Leaders Circle: Carole
Leadership Development: Susan
CoM: No liaison

D. FAC Report - next steps

Lou Ann expressed concern about a sense of ownership from this group. Discussion ensued about moving forward with the help of the congregation.

VI. New Business

A. Approval of Howard's Housing Allowance

Susan moved and Linda seconded to accept Howard's housing allowance this year in the amount of \$1,850 for 4.5 months. Passed unanimously. Another vote will need to take place in January to cover the rest of Howard's contract.

B. Board Binders

Lou Ann explained that she organized the binders for reference. Trustees were reminded to pick up binders in the office. They will be updated as needed.

C. Communications

Huge thank you to Kay, Carole, and Darcy for planning the welcoming of Reverend Howard. Lou Ann stressed the importance of continued communication with the congregation. Lou Ann would like a list of honor of everyone who has served on the Board at UUCL. If anyone has other suggestions for communications, share them.

D. Review Article 18 in By-Laws. Sanctuary Security

Susan brought this to our attention as the By-Laws say our security should be reviewed annually. Steve and Ray Bradley will discuss what needs to be done. Leslie reported that the security grant is complete and under review and waiting for approval.

E. Sanctuary dedication

The decision was made to dedicate the sanctuary on November 17th in conjunction with Thanksgiving. We will convene a committee to work on this. Board liaison is Darcy.

F. Auction leadership

An ad will be placed in the LoveNotes for a new chair of the Auction Committee.

G. Church property

This issue was raised because we have lost some valued pieces of church property. This requires further discussion at another time.

H. Reminder of October 6th workshop with Reverend Howard after worship service. The focus is on team building.

I. Linda Frank asked that congregants be reminded to silence cell phones during worship service.

VII. Closing Remarks and Extinguish Chalice

Meeting was adjourned at 8:27 with a blessing by Reverend Howard