

**UCA Board of Trustee Meeting**  
**November 19, 2018**  
**UUCA Library: 6:45 - 10:05 PM**  
**Unitarian Universalist Church of Annapolis**  
**Minutes**

**Board Attendees:** Heather Millar, Caryn Jackson, L.E. Gomez, Kari Alperovitz-Bichell, Dianne Moreau, Rob Malone, Stan Haavik and Rev. Kathleen Rolenz. **Other Attendees:** Congressional Meeting Committee: Win Decker

**Opening Words: Rob**

**Brief Check in: All**

**Powerful question: Kathleen**

What is the relationship between the Board and Building Beloved Community (BBC) to follow through on UUCA's commitment to the 8<sup>th</sup> Principle?

Intense and lengthy discussion that evolved from the idea that we should link the Board with BBC, who would hold the Board accountable for 8<sup>th</sup> principle work, to a broader discussion that BBC is too inwardly focused on UUCA to create the change hoped for in the Board's work of implementing the 8<sup>th</sup> Principle. Discussion of whether 8<sup>th</sup> Principle to dismantle racism and other oppressions should only focus on racism. Kathleen suggested that the Board have a mini-retreat to discuss how the Board should implement the 8<sup>th</sup> Principle.

**December Congregational Budget Meeting ("CBM") Agenda with Win Decker**

- Reviewed a draft of the CBM Agenda. Clarified that the Agenda allots 46 minutes for Kari's Budget presentation, questions from the members, motion to adopt the budget as presented, discussion of the motion and voting. Kari's presentation should take 15 of these minutes. Clarified to name only the person or persons in the group speaking on a topic to be listed on the Agenda.
- Heather and Kathleen will discuss further who will present to the congregation the BEEC2 request for dispersal of \$10,000 from the Abernathy fund.
- Reminder that by November 29, Board members will call their assigned members about their pledges so those members have the opportunity to vote at CBM.
- Discussion that the 8<sup>th</sup> Principle should not be linked to support an increase in UUCA salaries.
- Presenters will know their time limits but the time limits will not be included on the Agenda that is published for the congregants.
- Heather will draft another Agenda and forward it to the Congregational Meetings Committee before publishing it.

**Approve October Board Meeting Minutes: Caryn**

- **ACTION:** Motion made by L.E. and seconded by Kari to approve the Minutes of the October 8, 2018 Board meeting as distributed on November 19, 2018. We considered whether our action aligns with the 8<sup>th</sup> principle. **Approved.**
- Kathleen will look into getting the approved minutes up on our website.

### **Approve Ministers' Housing Allowance**

- **ACTION:** Motion made by Rob and seconded by Stan to approve the housing allowance for Rev. Kathleen Rolenz of \$25,442. We considered whether our action aligns with the 8<sup>th</sup> principle. **Approved.**
- **ACTION:** Motion made by Kari and seconded by Rob to approve the housing allowance for Rev. John Crestwell of \$50,400. We considered whether our action aligns with the 8<sup>th</sup> principle. **Approved.**

### **Finance Committee Report: Kari**

- Pledges mostly on target this month, about \$1,000 less from what is budgeted for 2018.
- Reviewed proposed Budget, which as written depends on a \$20,000 fundraiser in 2019.
- Lengthy discussion about how much money we can raise in a fundraiser and what we can eliminate in the proposed budget to close the balance, including: not hiring a facilities manager; decreasing staff salaries; decreasing UUA contribution; and charging parents a fee for the R.E. program. Discussion about two possible areas of savings: \$3,500 savings if we use Abernathy gift for updated telephone system and \$2,500 savings if we fill out the county tax paperwork on the Lawrence Property. Heather will work on the Lawrence Property savings.
- Board agrees to give finance committee until noon Saturday to propose another budget with no more than a \$5,000 (1%) deficit, at which time the Board will vote electronically on whether to approve the budget.

### **Senior Minister Report: Kathleen**

- Intense and lengthy discussion about whether the Board wishes to support the installation of a shower in the family bathroom downstairs as requested by the Sanctuary Committee. The Board was advised that we could not install a shower in the janitor's closet because it would not be to code. The Board was advised that to put a shower in the family bathroom would require a substantial outlay of money and it is unclear how much and what work would have to be done. Discussion that housing an immigrant person/family would require substantial support from the Interim Senior Minister and Business Administrator to coordinate building use and other matters that will arise. Discussion of whether there are other ways we can support the sanctuary team.
- **ACTION:** Motion made by Heather and seconded by Dianne that the Board of Trustees authorize the release of \$10,000 from the Abernathy Gift for the express purpose of installing a shower in the family bathroom in the main building of UUCA which would enable UUCA to provide sanctuary for a person or family. These funds shall not exceed \$10,000, unless authorized by Board vote at a separate meeting. We considered whether our action aligns with the 8<sup>th</sup> principle. **Not approved.**
- **ACTION:** Motion made by Kari and seconded by Dianne authorizing the release of \$10,000 from the Abernathy Gift to the Sanctuary Committee for the express purpose of supporting immigration justice effort. **Approved.**
- Discussion about whether we should begin work on the ENDS Statements as set forth in a possible timeline from Laura Park of Unity Consulting beginning now and ending in May 2019. Realizing that there is much work to be done in the coming months with governance work, selecting the Search Committee and other interim tasks, the Board decided to postpone this intensive work on our ENDS Statements.
- Received the draft of Kathleen's "UUCA: A Church in Transition" newsletter.

- Discussion of Share-The-Plate recipients for 2019. Out of 18 organizations listed, the church has already committed to two (Black Lives UU and the Discretionary Fund, which provides immediate assistance to those in the community who need emergency assistance). The Board voted for two additional organizations to automatically receive a month (Anne Arundel Connecting Together and the Lighthouse Shelter) leaving eight for the congregation to select.

#### **Expectations for December Board Meeting**

- Opening and Closing - Dianne

**The Board adjourned until noon on Saturday, November 24, to re-convene to consider the revised budget recommended by the Finance Committee.**

#### **Closing Words - Rob**

#### **Board reconvened on Saturday, November 24, 2018 at noon.**

In attendance via email: Heather Millar, Craig Beyler, Caryn Jackson, Kari Alperovitz-Bichell, Dianne Moreau, Rob Malone, and Stan Haavik.

- Via e-mail, the Board discussed and reviewed proposed budget presented by the Finance Committee. The proposed budget reduced the second fundraiser from \$20,000 to \$10,000 and reduced our UUA fair share from \$29,577 (which was 75%) to \$19,577. The total deficit now stands at \$421.
- **ACTION:** Motion made by Kari and seconded by Heather to approve the proposed budget and recommend that the congregation approve it. **Approved.**
- Included in a subsequent conference call were Heather, Craig, Caryn, Dianne, Rob and Stan when the Board discussed recommending to the congregation that they approve dispersal of \$10,000 to BEEC2. We considered whether our action aligns with the 8<sup>th</sup> Principle.
- **ACTION:** Motion made by Craig and seconded by Stan for the Board to recommend that the congregation approve the use of up to \$10,000 from the Capital Campaign Fund for engineering and architectural concept drawings by BEEC2 upon completion of space use data collection and analysis. The work will be built upon the prior BEEC research. BEEC2 will present their work to the congregation and the Board before drawings are commissioned. Rev. Rolenz will approve the expenditure after consultation with the Board. **Approved.**
- **ACTION:** Motion made by Dianne and seconded by Caryn to adjourn the Board meeting. **Approved.** Meeting adjourned at 1:43 p.m.

**Submitted by:** Caryn Jackson, Secretary