

Unitarian Universalist Church of Annapolis
Board of Trustees Meeting
UUCA Library; February 25, 2020
6:49 pm – 9:00 pm
Approved Minutes 3/23/2020

In Attendance: Peter Morse, Carrie Kotcho, Rob Malone, Jane Carrigan, Dianne Moreau, Kari Alperovitz-Bichell, Heather Millar, Rev. John Crestwell, Rev. Kathleen Rolenz. From BEEC2: Paul Jorgensen.

Opening: Jane

6:49

Approve January 28, 2020 Board Meeting Minutes: Carrie

Action: Motion made by Dianne to approve the Minutes of the January 28, 2020 Board meeting as posted on 2/25/20. Seconded. Discussion.
Approved

BEEC2: Heather, Kathleen, Paul Jorgenson

Board members had a discussion and question and answer session with Paul in response to correspondence sent by BEEC2 to the Board in February 2020. Board members asked questions about the potential sale of the DuBois lot and Lawrence property and the possible impacts to future growth and parking. It was established that the sales would result in a few less parking spots and Paul does not expect the traffic to either entrance to be any more noticeable to neighbors. There were questions about green space and removal of trees and Paul assured the Board that any UUCA project would comply with all environmental laws. The Board also discussed impact and communication with neighbors if UUCA decides to proceed with any of these plans. The Executive team will investigate what communication would need to be sent to the neighbors to reconfirm our property lines if we were to decide to sell either of the lots.

The Board discussed the current proposed phase 1 renovation plan presented by BEEC2 and which components would be possible within the current \$300,000 capital fund. Paul shared that certain aspects of the proposed work may trigger the requirement of installing a full sprinkler system and may require conversion of our water source from well to public. Either of these additions to the project could put it over the \$300,000 limit so BEEC2 is working on creative solutions to allow work to be done within scope. Paul stated that he would know more once he got drawings done and a detailed proposal in hand. The Board considered that the cost of doing the sprinkler work may be prioritized over the kitchen renovation phase 1. Board members noted that there is no stove in the current Kitchen renovation plan due to the sprinkler requirement. Paul noted that this was due to fire code requirements and the Board discussed options such as getting large microwaves, warming ovens, and/or portable induction cooktops. BEEC2 will look into more options and will follow up with the fire marshal for confirmation about sprinklers. The Board asked Paul to look into what it would take to

do the Bookstore/closet portion of the project to expand space in Narthex without doing the entryway change.

Paul left the meeting at this time.

ACTION: Motion made by Heather - The Board asks BEEC2 to prepare the Dubois property for potential sale using the remaining 8k funds in the current BEEC2 budget. Seconded. Discussion. The 8th Principle was considered and discussed. **Approved.**

Action: Motion made by Peter - The Board asks BEEC2 to proceed with their investigation and getting cost estimates for completing phase 1 expansion plan which may include: kitchen, ADA ramp, narthex, and entryway using the remaining \$8,000 in the current BEEC2 budget for this investigation. Seconded. Discussion. The 8th Principle was considered and discussed. **Approved.**

The Board discussed but did not take action to have the congregation vote to allocate Capital Funds to implement aspects of the BEEC2 plans as proposed by Jeanne Jehl and submitted by Rev. Kathleen Rolenz.

Stewardship: John, Kathleen, Heather

The Board discussed the Executive Team's recommendations based on a reading of Mark Ewart's full report 2/10/20. Kari shared that the Finance Committee does not recommend a capital campaign right now. They recommend getting expert help to look at how to improve our overall stewardship plans/processes and start that now and that we should continue doing what we are doing proactively to improve stewardship.

Plan: The Board directs the Executive Team to identify potential funding sources and to hire Mark Ewart to work with them on step 1 "Support for Improvements to the Pledge Program" from Mark's report.

Plan: Kari to draft an executive summary of Mark's report for the finance committee and fundraising committee.

Ministers' Report: Kathleen, John

The Board expressed appreciation for the new format for the Ministers' report and discussed Rev. Crestwell's increased leadership role and preparation for transition to having a new minister. Rev. Crestwell expressed his enthusiasm and readiness to take on a co-executive role.

Action: Motion made by Peter, The Board appoints and recognizes Rev. John Crestwell as co-executive with Rev. Rolenz effective immediately. Seconded. Discussion. The 8th Principle was considered and discussed. **Approved.**

The Board discussed the Ministerial Search Committee's work and budget parameters they are working within.

Plan: Kari to set up a follow up to this discussion with Negotiating team, Executive Team and Board members.

Endowment Committee: Heather

Action: Motion made by Heather to approve the Transition Plan for Appointment (attached) to the Endowment Committee dated 2/20/2020. Seconded. Discussion. The 8th Principle was considered and discussed. **Approved.**

It is noted that the Board has appointed:

- a. Class of 2021
Toni Hipszer, Don Patterson, Caroline Hadley, Dan Moreau
- b. Class of 2022
Jackie Heimbach, Phyllis Marsh, Staff Warren

As we continued our meeting, we took time to consider our work in light of the 8th Principle to accountably dismantle racism and other oppressions in ourselves and our institutions:

Peter shared his experience observing a meeting of people of color who attend UUCA with our BBC team and Rev. Crestwell. The listening session occurred on January 19, 2020. The Board heard and discussed the concerns, ideas, and suggestions shared at that meeting. The Board will work with BBC to follow up on the information gathered in the listening session.

Finance Reports: Kari

Kari reported that the operations budget looks good and that the 2019 books are close to being closed. She noted the Finance Committee is still looking at the surplus projected to verify it. Additionally, our January pledges were better than 2019 but not as good as 2018. Kari let the Board know that Liz Yoder would like to join the Finance Committee.

Action: Motion made by Kari to appoint Jackie Heimbach, Dan Moreau, and Rob Malone to a 1-year term starting April 2020 and Charlie Gross and Liz Yoder for 2 year term starting April, 2020. Seconded. Discussion The 8th Principle was considered and discussed. **Approved.**

Kari also noted that the church staff is making progress on integrating information about autopay for pledges into new member orientation.

Congregational Meeting: Heather

Heather has posted a draft agenda in the Board's February 2020 folder.

The Board appointed the following members to the Congregational Meeting Committee:

- a. Dianne, Phyllis Marsh, Heather, and one more TBD.

Looking Ahead: Heather

Congregational Conversations. We have one scheduled for this Sunday 3/1/20 about the Congregational meeting. We will cancel this one to give us more time to prepare.

Calendar and Highlights: Heather

1. April 5: Congregational Meeting
2. April 26 – May 3: Candidating Week
3. May 3: Congregational Meeting
4. Highlights Article: BEEC2?

Expectations for March Board Meetings

1. Opening and Closing: Stan
2. Carrie away.
3. Marlene Browne Donation
4. Finalize Plans for Congregational Meeting

Check-out: All

Are we living up to our commitments to the Congregation and to each other?

Closing Words and Extinguishing the Chalice: Jane

9:00

Meeting Adjourned

Minutes Submitted By: Carrie Kotcho, Secretary

