



Unitarian Universalist Church  
of Annapolis

**UUCA Board of Trustees Meeting**  
**Zoom: May 26, 2020: 6:48pm - 9:34pm**  
**Approved Minutes 06/23/20**

**In Attendance from the Board:** Heather Millar, Kari Alperovitz-Bichelle, Carrie Kotcho, Stan Haavik, Peter Morse, Rev. John Crestwell, **Also:** Executive Rev. Kathleen Rolenz, New Board Members: Linda Mundy, Jenn Pollitt Hill, Intern Leika Lewis-Cornwell, Rev. Kathleen's Transition Team: Linda Rhoads, Jamie Harms, and Ken Apfel.

**Chalice Lighting and Opening Words: Stan**

Moment of silence for George Floyd of Minneapolis

**6:48pm**

**Check-in: All**

**Approve April 28, 2020; May 3, 2020 and May 11, 2020 Board Meeting Minutes: Carrie**

**ACTION:** Motion made by Carrie to approve the minutes for the April 28, 2020 Board Meeting as posted on May 24, 2020, the minutes for the May 3, 2020 Board Meeting as posted on May 3, 2020, and the minutes for the May 11, 2020 Board Meeting as posted on May 23, 2020.

Seconded. Discussion. The 8th Principle was considered and discussed. **Approved.**

**Board Assignments: Heather**

**ACTION:** Motion made by Kari to appoint Rob Malone to the Finance Committee. Seconded. Discussion. **Approved.** Other Board Committee assignments are:

- a. Finance Committee – Kari, Stan
- b. Endowment Committee – Heather
- c. Personnel Advisory Team – Jane
- d. Executive Committee – Heather, Jane, Jenn

**Appoint GA Delegates: Heather**

Heather Millar  
Craig Beyler  
Betty Crowley  
Sarah Ruth Davis  
Randy Goldberg

Jane Carrigan  
Phyllis Marsh  
Leika Lewis-Cornwell- alternate  
Mickey Goldberg  
Linda Mundy - alternate

**ACTION:** Motion made by Kari to appoint the list above to represent UUCA as delegates and as alternate delegate during the UUA General Assembly from June 24-28, 2020. Seconded. Discussion. 8<sup>th</sup> principle was considered. **Approved**

**Plan:** Leadership development issue. The Board and ministers need to better inform members about what delegates do, their importance, and get them up to speed before sending them off to GA. Board of Trustees members articulated a need to educate the congregation about this important work and a need to update delegates on what issues will be decided at GA as well as

what to expect. Rev. John to provide the delegates and alternates with an official commissioning at the Sunday service before GA. Heather to contact all and arrange for an orientation.

### **BEEC2: Heather**

BEEC2 is working on next steps. No other news on that front. The Board discussed the idea to take out a mortgage on the church to fund capital improvements. Asked Finance Committee to proceed with the project already approved by the congregation. Asked for Finance Committee and our financial advisor's recommendation on whether to cash out the remaining capital fund to protect it or leave it in the market as well as to develop potential mortgage scenarios.

**Plan:** Heather will work on a memo of understanding between Board, Executive Team, and BEEC2 to clarify roles and responsibilities.

### **Board Reports:**

#### **Finance Officer: Kari**

Even without the PPP (Payroll Protection Program), finances are looking good for this time of year. Pledges look on track. Share the plate is doing a little better than during our in-person services. So far, the church has experienced no negative financial effects of Covid-19.

#### **Ministers/Executives: John, Kathleen**

Rev. Kathleen: Board members reflected on Rev. Kathleen's comprehensive report and expressed appreciation for her leadership and the thoroughness of her final report. The Board discussed the value of an annual report of our work towards our Ends Statements, growth, UULM, SGM, challenges and data to monitor progress of our church.

The preliminary June-December Budget including salary increases, looks positive. We had expected to be in the negative but are not and potentially are in the black due to the PPP grant. Most of funds are being used to fund staff salary and they intend to fully comply with the rules of the grant in order to take full advantage of the program. The Executive Team is in conversation with Rev. Zinke to consider starting a contract with Mark Ewert (Stewardship Consultant) sooner rather than later. Potentially starting work with him in August.

**Plan:** Board members to further discuss this preliminary budget.

There was a brief discussion of the relocation costs for our new called minister.

Rev. John: Board members reflected on Rev. John's Report. Rev. John followed up with several members who expressed reservations about applying for and accepting PPP financial assistance during the Congregational meeting. The members he engaged now understand the thought process behind the application.

Rev. John reported that a staff member brought an issue of salary justice to the Executive Team and provided a justification for her position and a request for a salary increase in order to reflect her actual duties and to fall within UUA salary guidelines for position. The Executive Team decided to rectify the salary discrepancy by increasing the salary to fall within the minimum/maximum range set by the UUA. The former salary was below UUA's new minimum.

The Board discussed the 8<sup>th</sup> Principle and will do some additional research and consider other candidates before moving ahead with hiring Mark Ewert.

**ACTION:** Motion made by Heather to go into executive session to discuss a personnel matter. Seconded. Discussion. **Approved.**

**EXECUTIVE SESSION:** Jenn, Linda M., Ken, Jamie and Linda R. were Invited to join. Rev. K left the meeting at this time. **8:39**

**ACTION:** Motion made by Carrie and seconded to leave executive session.

Discussion. **Approved.** **9:16**

**As we continued our meeting, we took time to consider our work in light of the 8<sup>th</sup> Principle to accountably dismantle racism and other oppressions in ourselves and our institutions.** Heather reminded the Board that on June 11 there will be a meeting from 6-8pm between the BBC and the Board of Trustees.

**Calendar: Heather**

- a. June 6 UUA Board Basics Webinar offered – Heather to share with BOT for potential training
- b. Board Retreat, we will wait until Rev. Zinke starts (August)
- c. Polled for new BOT meeting. Keeping same date. 4<sup>th</sup> Tuesday

**Expectations for June Regular Board meeting: All**

- Opening and Closing- Jenn
- Board Self-Assessment – will be posted soon

**Checkout: All**

**Closing Words & Extinguishing the Chalice: Stan** **9:34pm**