

**Unitarian Universalist Church of Annapolis**  
**UUCA Board of Trustees Meeting**  
**Zoom Link: <https://zoom.us/j/92252637488>**  
**Zoom: April 27, 2020: 6:51 – 9:38pm**  
**Approved Minutes**

**In attendance:** Carrie Kotcho, Jane Carrigan, Stan Haavik, Heather Millar, Jenn Pollitt Hill, Kari Alperovitz-Bichell, Rev. John Crestwell, Rev. Anastassia Zinke,

**Incoming Board members (not voting):** Stan Keeve, Jan Bird

**Accountability Observer: Jenn**

**Chalice Lighting and Opening Words: Heather**

**6:51pm**

Heather opened with a lovely reading and the names of 8 African American men and boys who were killed by police violence just in the last few weeks. We took all the time we needed to talk through and process the Chauvin verdict and the continuing killings.

Heather shared that it has been brought to our attention that UUCA did not address the Chauvin verdict on Sunday and members, especially people of color, noted this and were hurt by this. Jane mentioned that she worked with the Worship team to have a plan for next week's service. We agreed that we can do better. Rev. AZ listened to and accepted the feedback of members and the Board and acknowledged the failure and shared her thoughts about how to overcome the challenges that stand in the way of being more nimble with shifting Ministerial focus in response to crises and historic events. There are opportunities to do team building with the BBC.

**Check-In: All, including Jan Bird and Stan Keeve**

**Minutes for Board meetings: Carrie**

**ACTION:** Motion made by Kari and seconded to approve the minutes of March 23, 2021 as posted April 27, 2021. Discussion. 8<sup>th</sup> Principle considered.  
**Approved.**

**Welcome to Stan and Jan!**

Board members welcomed Stan K and Jan B. Stan expressed his appreciation for departing members and his hopes for the working going forward.

**Finance Officer report: Kari**

Kari reported that UUCA has \$155,000 in operation cash (includes the PPP grant which is a forgiven loan). She also reported that pledge dollars ("commitments") coming in March were \$47K. Pledges (which represent promises, not payments) are \$15 K ahead of where they were last year. She pointed out that this is good, although the first 3 months of the year have very large pledge groups and we count on these months to put us ahead for the year. The net increase in pledges among the March group was 3.4% not the 10 or 15% we need to hit our budget of \$617K. Pam did a very conservative projection and we are currently on track to raise \$566K in pledges,

\$10K more than last year's actual (\$556) and \$30K more than 2019. She stated that this all is good for the type of budgets we used to carry, but not enough to support the goals and ends we've supported in the approved budget. Board members discussed efforts underway for stewardship, return of revenue, and efficiencies that will help us hit our budget for the year.

### **Executives/Ministers' Reports: John, Anastassia**

#### Reopening

Rev. John shared that they are meeting and talking about reopening and would like to restart in - person Sept 13. Choirs are now practicing safely. Masks will be required inside. Poll launched about member vaccination. We are at 40% capacity for our meeting spaces.

Ministers will be retreating in May with Jane (new President of the Board), they will review the website and their individual portfolios, they are investigating ways to continue on with webcasting services even after reopening. Funds have been transferred over to Harbor Bank accounts as we agreed. Harbor Bank is handling our BEEC2 construction loan.

#### Staffing

Josh Long will be staying on for music but leaving his role as membership coordinator. Betsy Campbell resigned from Faith Formation. New person hired. Youth Coordinator also hired. John invited Board members to join him at the ACT meeting town hall this Thursday.

#### John's Plan for Sabbatical Leave

Rev. John has applied for a Lily Foundation grant to help fund his sabbatical and keep the ministry supported while he's away. The Board's support is required to accept the grant if awarded. By consensus, the Board of Trustees approved Rev. John's sabbatical. The Executive Committee will meet to discuss the formation of a Sabbatical committee to support the planning, communication, and learning.

#### Stewardship

Rev. AZ noted that they ran the numbers and we need a 15% increase in pledge dollars to sustain the church, staff, operations as we have envisioned and approved. It is higher than the original 10% estimate due to the loan we're taking for the construction work. She noted some pros and cons of having a year round pledging system.

#### UUCA Property Boundaries

The Master Plan Committee noted that there are some legal concerns with our church property lines. One around the Lawrence ave property – the neighbor has removed stakes that we placed to establish our property line. We may need to clarify legally on how to proceed with this neighbor. We can have the land surveyed, we can get legal agreement that has the neighbor acknowledge our property rights and we could offer to allow some use of the land. It is noted that this neighbor is a person of color.

Along Dubois near the labyrinth that neighbor has been friendly but is doing some care/maintenance of spaces that belong to us unasked. We also need to legally clarify the property lines with this neighbor as well. She asks that a Board member help lead the conversations around this.

Board members discussed that despite wanting to be the Beloved Community, we don't always enact that and we agreed we should have some conversations to talk about new habits and patterns before coming together again. Board members acknowledged that we must address real questions about how to center our members of color, practice intergenerational engagement, and be truly welcoming.

Rev John reported that the shower installation exposed some fire damage to beams. This now requires an inspection and may need to incur additional costs. There were some foundational issues that may also need to be inspected. Jan added that Margaret Martin has been in the loop with the construction team. It is not anticipated that any repair needed to the fire damaged beams would not be a large cost.

Jenn offered an appreciation of the Highlights report and the amazing level of accomplishments our church staff, ministers and volunteers have done despite the global pandemic!

The ministers noted that we still need GA Delegates to attend business meetings and vote on behalf of UUCA. Heather asked the Board to think about this for next month. We can offer scholarships to those who need it. We all agreed we'd love to encourage some youth to go. Rev. John encourages Board members to go.

**As we continued our meeting, we take 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. All**

Each person shared their individual progress on our anti-racism learning and practice.

**Feedback Policy: Heather**

Heather walked the Board through the policy that was sent as a read-ahead. We did some live-editing of the feedback policy. We will not vote on it tonight but will report that we are doing final refinements.

**Review of Congregational Annual Meeting: Heather**

Proposed amendment discussion/ What did we hear from the congregation afterwards? No negative or disengaged comments or feedback were received by any Board members. Rev. AZ noted there are a few things to be attentive to: Confusion about the % needed to pass and the impact of an abstention on a close vote. We agreed we should not read consensus into that vote and we should give more thought to a comment by Angelique about who was speaking and how certain people got multiple chances to speak and others less. We need to do better at identifying specific speakers who are called upon and what their role is meant to be.

**BEEC2 Update: Jane, Jan, Heather**

Jan shared about the beam issues earlier in the meeting. On Friday the building permit was resubmitted, and the committee reports good progress. BEEC2 has met with total of 5 contractors who may bid on the project. Bids are due by May 14, then review will begin. Jane and possibly Stan K will be involved in the reviews.

**Accountability Check-in**

Jenn reported that we did well against our accountability check-list. It was important to spend time on the personal growth aspect of our work together.

**Expectations for May 25 Regular Board meeting: All**

- Accountability Observer -Kari
- Opening/closing - Jane
- Committee assignments (we need someone to take Stan H's place on finance)
- Appoint GA Delegates
- Covenant, Accountability Agreement, 8<sup>th</sup> Principle Accountability
- Usual Reports

**Checkout – Are we living up to our covenants with one another and to our congregation?**

**Final thoughts from departing Board members:**

Stan Haavik, Heather Millar gave their appreciations and memories of their time on the Board. The entire Board thanked them both for their dedicated service.

**Closing Words & Extinguishing the Chalice: Heather**

**9:38pm**

**Submitted by: Carrie Kotcho, Secretary**