

UUCA Board of Trustees Meeting
Zoom Link: <https://zoom.us/j/92252637488>
May 25, 2021: 6:50: - 9:13pm
Approved Minutes

In attendance: Carrie Kotcho, Jane Carrigan, Stan Keeve, Jan Bird, Jenn Pollitt Hill, Kari Alperovitz-Bichell, Rev. John Crestwell, Rev. Anastassia Zinke

Chalice Lighting and Opening Words: Jane

6:50

Brief Check-in: All

Board Meeting Minutes: Carrie

We agreed that draft minutes will be delivered to the Google Drive by the Wednesday prior to the upcoming Board meeting. The Executive Committee of the Board will review at its Thursday meeting and all Board members have the chance to comment or correct prior to the Board meeting. The full Board will then approve minutes by consent agenda at its regular meeting. April 2021's minutes will be posted along with the draft minutes for this meeting, and both will be approved at the next Board of Trustees meeting in June.

Board Assignments

Kari, Rev. John, and Jane gave an overview of what each committee is responsible for and then requested Board members to join them.

- a. Finance Committee – meets 1 time per month.** Kari, _____ (still need one)
- b. Endowment Committee – meets a few times a year.** Jane, Stan added tonight.
- c. Personnel Advisory Team – meets a few times a year.** Jane
- d. Executive Committee- meets on the Thursday prior to BOT meeting.** Kari, Jane, Jenn
- e. BEEC2- meets every week when work is ongoing – Jan, Stan**

Board Reports:

Finance Officer: Kari

Kari reported that cash available for operating is \$133,358, which includes the \$78 K PPP "loan" that was forgiven. (Rule of thumb: it costs about \$60K per month to run the church, so we do have sufficient cash on hand). Kari reminded the Board that overall, we are not keeping pace with our ambitious 2021 budget which has a goal of \$617k in pledges and we still need to increase our pledges to achieve our increased budget for 2022 and beyond. Kari provided new Board members with an overview of each of the finance documents they'll be seeing each month.

Ministers/Executives: Revs Anastassia, John

- a. Reopening**

Rev. AZ spoke about the Ministers planning for reopening UUCA. Members have shared their desires to start using the UUCA facilities. They are working with a church committee on safe reopening protocols. She reported that rentals are returning, and our indoor spaces are available for small groups.

A return to in-person worship services is being planned for the summer (date TBD, but not later than July 11). Limited, 6'-spaced seating available through online registration for those who wish to attend. We will begin by "screening" the service and move to shifting towards "live" services over the summer. Live-streaming the service will continue. All must wear masks at this time.

The Ministers have created a survey about reopening which is complete and ready to distribute to members. Ministers asked if the Board agrees with their plan as presented in their report. Board members discussed the proposed plans in detail and shared feedback with the Ministers. Board members unanimously supported the two-pronged approach the Ministers presented. The plan starts off screening the service for in-person attendees and online in the same way for the summer. The Ministers will then work towards live in-person services with a livestream in the fall. We also discussed vaccination requirements for certain types of specific roles volunteers and staff may play e.g., RE volunteers working with unvaccinated children might be required to be vaccinated. The Ministers are working on a strategy for that and will share at subsequent BOT meeting.

b. Financial Health

Rev. AZ reports that we are doing better than we have been but still not enough to meet our ambitious budget and commitment to fair pay for staff. More staff are using their health benefits now and we have hired a youth coordinator and used IT support for our virtual services. She emphasized we need to do better with income to ensure a sustainable 2022. She solicited Board input with ideas for scaling up income or thoughts about proceeding on pace and considering cuts later in the year if needed or scaling back our plans. Discussed a number of options.

c. Minister's Evaluation

Rev. AZ noted that she's looking forward to productive conversations about the upcoming Board committee who will be working on Minister Evaluations. Jane responded to outline the background materials she's shared with Kari, Carrie, and Jenn who will be serving on this committee. The committee will prepare notes, suggestions, and conversation starters on key performance

d. Ends Statements

Revs ask that all Board members read them in-full prior to the retreat.

Rev. Anastassia has also been in discussions with Rev. Robert Hardies about partnering with him to lead a group from UUCA on a September 2022 pilgrimage along the Camino de Santiago, the ancient pilgrimage route followed by spiritual seekers for centuries.

BEEC2: Jane and Jan

Jan reported that the bathroom and ramp are well on their way to completion. The burned beams have been judged sound by inspection and will be sealed to avoid any smell. Bids are due this week for the upcoming construction contract. Contractors have expressed that there has been difficulty lining up subcontractors.

Appoint GA Delegates: Jane

Heather Millar, Jane Carrigan, Gwen Schindler confirmed.

Jane suggested that since we do not currently have a complete list of confirmed UUCA attendees, we might hold a special meeting to select our delegates. Jane will consult our bylaws to confirm process.

How do we want to proceed? Jane

Jane outlined her vision for moving forward as a new Board team. How will we keep our meetings substantive and productive? How can we use our in-between times for asynchronous work? Using Executive Board meetings to review minutes and then approve administrative items via consent agenda at full Board meetings. She noted that we will probably keep doing Zoom meetings through the fall. There was a discussion about ability to offer Zoom access capabilities to Board meetings to make participation more inclusive for Trustees with differing work, family, and physical abilities, and arrangements. She suggested that we invite BBC to have a time slot on our Board meeting agendas that can be used at their discretion (education, advocacy, relationship building etc.). Board members discussed having the BBC as a regular agenda item and support the idea.

Board Retreat Saturday June 5. Will be held at UUCA. Invite BBC to the last hour. 10am – 3pm. Food will be provided.

Although we did not have an accountability observer at this meeting, we confirmed that we will be following the accountability checklist and having an observer in future meetings.

Expectations for June Regular Board meeting: All

Closing Words - Jenn

Accountability Observer - Kari

Onboarding Buddies – Jan/Carrie, Stan/Jane, Mike/Kari

Checkout: All

Closing Words & Extinguishing the Chalice:
Submitted by: Carrie Kotcho, Secretary

Jane

9:13