

**Unitarian Universalist Church of Annapolis
Board of Trustees Meeting
UUCA via Zoom; September 28, 2021
Zoom Link: <https://zoom.us/j/92252637488>
6:50pm – 8:38pm**

Approved Minutes

In Attendance: Jane Carrigan, Carrie Kotcho, Mike Wanhatalo, Kari Alperovitz-Bichell, Jenn Pollitt Hill, Jan Bird, Stan Keeve, Rev. John.

Guest: Candy Wanhatalo from BBC

Chalice Lighting and Opening:

6:50

Check In: All

**Approve Minutes for the August 24, 2021 Board Meeting by Consent
Agenda of the Executive Committee**

Action: Motion made by Kari and seconded to approve the Consent Agenda of the September 23, 2021 Executive Board meeting. Discussion. **Approved.**

Finance Reports: Kari

Kari reported that August was a low month as is the norm, but this year is lower than most years. Pledges are holding even with last year's. Revenue about is about \$22,000 behind expenses this month. We are about \$40,000 behind on our \$617,000 budget goal for this year. 2021 will be in the black because of the PPP funds and some unexpected one-time funds, but we are not seeing the increased levels of pledges needed for FY22 and beyond.

Kari shared that the Finance Committee recommends we secure our \$300,000 Line of Credit with land as collateral which will require the Church to pay for an appraisal. The Committee requests that the Board of Trustees formalize this via a motion to approve these actions.

She also reported that Liz Yoder - our Investment Officer - and Jackie Heimbach - our Endowment Committee Chair - have been working with Lee Derrick (our investment advisor) on the bonds portion of our portfolio. They are moving forward with shifting our bond portfolio to contain municipal bonds from Detroit and Memphis, in line with our 8th principle. The Finance Committee endorses this plan.

Action: Motion by Jenn to approve the finance committee's recommendation to use the UUCA property to secure a line of credit (\$300,000) at Harbour Bank. Discussion. **Approved.**

Executives/Ministers' Report: John, Anastassia

7:35

Rev John's reported out on his current Sabbatical planning. He reported that the ministers are looking to set up an installation service before going on sabbatical. He and Rev. AZ are considering January or February for the service. Rev. John did not receive the Lilly grant as hoped for. He will present a more detailed plan for ministerial and executive coverage at our next meeting. He will be requesting sabbatical funds from UUCA. He hopes it will be a time of reflection for the congregation as well as himself and that the congregation will further bond with Rev. AZ. Our lay Ministers have expressed an interest in stepping up to run services. He is also considering shortening the length of his sabbatical. Discussion. Board members are very supportive of Rev. John's sabbatical and are open to rethinking the length and/or timing if requested by the Ministerial team.

The Executive Team is exploring moving the current awning at the entrance to Memorial Garden/Muir Woods. We don't yet have a cost estimate for it. Rev. John reports that they found a contractor to clean and repaint the decks. Information gathered from the congregation's "next generation" indicate a desire for church to be a full "experience" so things like the deck, furniture, and better use for spaces are needed. Rev. John remarked that increasing the usability of the deck spaces is an especially good use of space during COVID-19.

Rev. John wants to hear from the Reopening Committee to see what other layouts could be safe and work better to set seating for Sundays. Rev. John will attend the Reopening Committee meeting this week. Mike suggested we have ushers seat people in safe groupings.

Additionally, Rev. John reported that Laura Shrank is our new membership coordinator (temporarily) as our wider search and hiring for the position is underway. The Youth Coordinator is cutting her hours down to 4 per week and we may need to revisit that position.

The RFP for the Endowment is out and proposals due by October 31. Rev. John will put it into In the Know and share it with ACT.

Jane mentioned that Executive evaluation committee are looking for a time to meet and start the process for building a framework for performance reviews.

BBC Update

Candy Wanhatalo reported that the committee is very pleased about the BBC led sermon. They've received inquiries about it from other congregations. They had some technical issues that could have been better supported. Rev. John offered to update the informational document and be clearer with groups leading worship in the future. The People of Color report has been available since the spring. They'd like to present it to the Board soon. BBC participated in volunteer day and shared brochures to prospective new members. The 8th Principle Series has begun. They take place on Sundays in after hour and some Saturdays when folks can do 2 classes on one day.

They encourage all Board members take all 8 sessions. They have finished their summer read “Nice Racism” and report that it has been a powerful read. They plan to encourage the whole congregation read it as well as the Board.

BEEC2 Update: Jan

BEEC2 met last night, and we now have a building permit to do our renovations. Demolition is underway and we can move forward with construction phase. The sprinkler system is moving along slowly but progressing. They have discovered the roof needs some repairs and are exploring if this is a BEEC2 task or maintenance and repair task/budget item. The roof has a warranty which they are investigating. The extent of the roof issue is not fully known yet.

Discuss some of our outstanding issues from previous meetings:

- The Board discussed the proposal from the Master Plan committee and each Board member is to read it from the Executive report by our next meeting.
- Further discuss the Safe Congregations work.
 - Julie and Rev. AZ are working on this
 - It encompasses true safety (e.g., active shooter etc.)
 - They will bring recommendations to the Board
- We may have a Board member resigning.
 - If so, the nominating committee would need to find a replacement to vote on.
 - Carrie and Jan to check the by-laws on this.
- Discuss November dates.
 - Jane confirms that all the dates below are correct.

FOR NEXT TIME OUTSTANDING ITEMS:

- Discuss COVID-19 impacts on our operations
- Further discuss Stewardship and specific plans/strategies for how we’ll make our 617k budget in future.

8th Principle Accountability Observer: All

Check-out: All

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

8:38pm