



Unitarian Universalist Church of Annapolis

Board of Trustees Meeting via Zoom

April 26, 2022; 6:45 pm – 9:00 pm

Zoom Link: <https://zoom.us/j/92252637488>

Approved Minutes

In attendance: Jenn Pollitt-Hill, Jan Bird, Jane Carrigan, Rev. AZ, Mike Wanhatalo, Stan Keeve, Linda Mundy, Carrie Kotcho, Kari Alperovitz-Bichell

Chalice Lighting/Opening Words

6:45

Check In

Approve Minutes

Action: Motion by Kari to approve the March 29, 2022, Board meeting as posted in the Board drive. Seconded. **Approved**

BOARD REPORTS

Finance Officer Report - Kari Alperovitz-Bichell

This is Kari's last report as Finance Officer. She will be moving to a non-voting position as Nominating Committee Chair representative to the Board at our next meeting.

Kari reported that the FY 2021 Books are now closed. \$67,500 was the final deficit (unchanged). She reported that March is usually a good month, but March 2022 was the best in 7 years.

"Identifiable contributions" and building income use remain ahead of budget. We received word of a \$10K Family Foundation grant and do expect to receive about \$20K in federal employee retention money in September.



Pledges (promises) so far for 2022 are \$25K ahead of what they were this time last year.

Kari reported that the Finance Committee feels that the 2022 budget, as passed, IS looking achievable. In the first three months of 2022 took in slightly more than we are spending, and we have not yet had to dip into the endowment money that is in this year's budget \$60K. Recall that last year, in almost every month, expenses out-paced income. So, our current situation looks comparatively promising. Kari reminded the Board that it is still early in the year and the Finance Committee will continue to monitor.

The Sunday share the plate contributions are about \$2K behind budget for the year.

Regarding the unexpected \$18k closing costs at Harbor Bank; Kari reported that we requested to pay it off instead of rolling it into the loan. Our banker confirmed that he will make that happen. This will save us paying interest on it. The banker also talked through our questions and concerns which he will put in writing to document. We hope to get an amended loan document once he gets the clarifications/edits approved at the bank. One of the concerns was the clause about not being able to sell any property during the life of the agreement. That will be amended.

Ministers' Report – Rev. AZ

In addition to her written report, Rev. AZ informed the Board that UUCA will be hosting an Afghan refugee family in partnership with our Quaker neighbors. She reported that initially we had \$5K to put towards this, but now have \$21K to help them get settled.

She mentioned that we used to have a rain garden, and that it really helped keep our grounds drained. There is additional work being done on it now. The funds have come from the Memorial Garden Fund in the past, but the contractor's costs are 33% higher than in the past. Rev. AZ is letting the BOT know that the costs are higher and is asking for approval. Kari



checked the balance of the MGF which is \$5,900. The Board discussed the Abernathy and Browne funds as possible additional sources of funding.

Action: Motion by Jane to approve use of \$3K of Memorial Garden Funds for the necessary maintenance. Seconded. **Approved.**

Action: Motion by Mike to use the Abernathy fund for up to \$3K in equipment upgrades to support our Zoom church service and up to \$2K in Abernathy funds to purchase deck furniture to make our outdoor after hour more welcoming. Seconded. **Approved.**

Rev. AZ asked the Board to share recommendations for members to serve on our Safer Congregations team. Julie Berman is reconstituting this team to protect vulnerable members. (Children and others.) The group makes recommendations on safety policy and helps handle specific situations to provide input and recommendations.

8th Principle Implementation Committee - Jenn Pollitt Hill

Charter – Discussion, review, and approval

Action: Motion by Jane to approve the 8th Principle Implementation Committee (EPIC) Charter as shared in the Board drive. Seconded. **Approved**

Front Entrance Art Update - Rev Anastassia

Rev. AZ shared our text change to group after the March meeting. Nothing is moving forward with the work yet, but once funding is available and construction is ready for it, we can proceed.

Nominating Committee Updates - Linda Mundy

Soren Byrd - Trustee

Jan Bird and Mike Wanhatalo- Trustees at Large

Jenn Pollitt-Hill - Financial Officer

Stan Keeve – Vice President



Carrie Kotcho - Secretary

Kari Alperovitz-Bichell – Nominating Committee Chair

Linda reported that the new process with interviews of candidates added a new layer of connection and commitment to the work of selecting our leaders. Stan asked if we could document the process for future years. Linda said they could, but it had not been at this time. Kari remarked that could be done in the upcoming term.

Feedback Policy - Mike Wanhatalo

Reviewed and discussed. The Board accepts the 8th Principle Implementation Team's revision with addition of text that identifies where the form data goes once the submitter hits send. The Board agreed that the form data should email to an email(s) designated by Ministers/Executive. They also agreed that the Board should have transparent access to the form data as a check and balance. The Board discussed having the final version mention positive, negative, and all types of feedback. We also clarified that "performance" includes the upholding or failing to uphold policy, the policy feedback is about the policy itself not its enactment. Discussed the need to have a question about "do you have any thoughts about how to improve the situation?" Mike will bring all this input back to the EPI team.

Executive Evaluation - Jenn Pollitt Hill

We discussed that Carrie, Jan, Jane, Jenn reviewed the Executive Functions and drafted a tool to provide evaluation feedback to UUCA Executives on their performance. Stan had some specific feedback that he will send via email to Jenn.

Lawrence Avenue Property Update - Rev Anastassia

Rev. AZ reports that despite additional outreach to the neighbor, we still have no response from them. His family shared that they too have issues with this person on property use. Rev. AZ emphasized that we do need to resolve this because the church could be fined for improper storage of equipment or could be liable for injuries related to the equipment stored



there. This all is regardless of whether we decide to sell the property or not. Rev. AZ asks that UUCA we give final notice to the neighbor that we want the items removed from our property.

The Board agreed that the Executive(s) are in charge of this property issue and advises that the Executive(s) get legal counsel before we send the next letter that gives final 30-day notice. Rev. AZ agreed and will move forward with both.

Rev. AZ noted that the Master Planning Committee will strongly advise that we sell the property. Board members agreed that the committee should come to the board to share its work/reasoning/recommendation in more detail. The Board will need to be fully briefed before going to the congregation with it.

Planning for Board Retreat/On-Boarding

Rev. AZ advocated for a 1-day retreat to bond, and on-board new members in new roles. Jenn agreed to do a Doodle poll so we can include Soren.

Check Out/Extinguishing Chalice/Closing Words

9:05pm

Submitted By: Carrie Kotcho, Secretary