

Unitarian Universalist Church of Annapolis

Board of Trustees Meeting via Zoom

April 25, 2023; 655 pm – 9:00 pm

In person at UUCA Library

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

In attendance: Laticia Hicks, Mike Wanhatalo, Jane Carrigan, Jenn Pollitt Hill, Rev. John, Rev. AZ, Kari Alperovitz-Bichell, Stan Keeve, Jan Bird **Guest:** Jeanne Jehl

Approved Minutes

Chalice Lighting/Opening Words

Check In

Review of Minutes and BOT approval - Carrie

Action: Motion by Carrie to approve the BOT meeting minutes from 3/28/23 as shared in the April Board folder. Seconded. Discussion.

Approved.

Outstanding items remaining:

- Diane Moreau letter (discuss at end of session)

Note, New Request of BOT/ “Ask”: There is one (1) new Executive Request for this meeting (BEEC)- see the Executive/Ministers’ report.

8th Principal Committee update - Jenn & Mike

Jenn updated the BOT on their work to identify places on the website that we can add important EPIC language.

Mike reported that we only have thirty-nine registrations for the May 12/13 workshops. He asked if we could send out an e-blast to drive further registrations and the Ministers will be addressing from the pulpit to encourage folks to register. Carrie offered to do a 2-minute testimonial that says please join her on Sunday, May 7. Laticia, Jenn, and Mike from EPIC welcomed that. BOT discussed the ongoing communications efforts going on to encourage more participation.

Discussion of GA attendance. EPIC has asked for clarification about scholarships for going to GA. Jane clarified that there are UUCA scholarships to help for members who need financial support for registration only. UUA has other scholarships that can help with travel/per diem costs. Rev. AZ recommends those interested should apply to UUA's funds first, then ask Rev. John to request any additional support for registration. Laticia notes that this information needs to be shared more widely. The process has been unclear to those members who are interested in going and who may want assistance. Rev. John will reach out to all who have expressed interest. He noted that Heather Millar is going to be a delegate for UUCA. Carrie suggests doing a one pager to let members know how the entire process works.

Finance Report - Jenn

Funds for operation look very large due to tax credit we had and monthly pledging plan change. Kari, Maryann, and Jenn looking at active funds list to help simplify tracking. Pledges looking really good. Seventy-seven percent members pledged in the new 18-month year. We have reached 88% of our budget with some still

outstanding. Staff Warren is interested in serving on the Finance Committee and the BOT needs to approve his addition by request of the Finance Committee.

Action: Motion by Jenn to add Staff Warren to the Finance Committee. Seconded. Discussion. **Approved.**

Executive Report – Reverends AZ and John

BEEC2 Update by Jeanne Jehl. The construction report is that we have delays and added costs. We may be seeing the results of volunteer led reconstruction that was done following one of the major fires the church had in the past. Our drawings had never been updated to reflect the real conditions. This has caused problems. A structural engineer did a walk through with BEEC2 folks. More than twelve spaces need reinforcement to support the ceiling. Some involve concrete below ground level. Each of these changes also require an architectural drawing and the rest of the work must wait for that all to be done. Jeanne reported that having a single contractor (vs a bigger outfit) many additional experts and workers have had to be contracted with. The timeline is extending due to all of this. The water line is installed. All the retaining wall is done as is the vestibule wall. May is no longer a realistic timeframe for completion. July is possible without the discovery of any new problems. BEEC2 suggests we ask the Endowment Committee for a loan until we find other means to pay the over budget amount which may be 50k. BOT members agree that is one avenue to investigate. We have not yet decided as a congregation to sell the Lawrence Ave. property. There are other options beyond the

Endowment. Jenn will reach out to Caroline and the Endowment Committee to discuss.

BEEC2 is doing a grant proposal to FEMA to improve our physical security and comprehensive security plan. Cameras, safety films, lighting are all included. The total budget is about 86k which would be covered in full by the grant if awarded. This effort is a result of a FEMA walk through with Rev. John and report on security gaps.

Solar Power “Information” brief from Scott Eden. Rev. AZ introduced Scott and his work over many years on this issue. He has found out that UUCA is eligible to get a significant cost savings on installing solar. Scott shared that he is found a vendor (Lumina) that says that we have enough sun on our roof to justify. We do not pay for the panels or the installation and maintenance. We agree to buy the power that the panels produce from the vendor. The vendor has offered to do the roof repairs needed over the office area that is 30 years old. They can build it into 25-year contract cost. The BOT had a detailed discussion with Scott and asked many questions about the proposed offer from the vendor. It is an Executive decision to make, but Executives want to provide all the information to the BOT. Several trustees asked where the money would come from to do this and to slow down the process a little while to give us time to analyze the options. Scott will get a cost difference if we buy the panels vs the vendor owning them. BOT decided to defer a decision until next month’s meeting. Stan will connect with Scott to work through the details.

Laticia repeated her question from last meeting about getting a detailed description of how the connection cards are tracked and responded to. In the Ministers' report, they respond to the original question (but not clear what the process is Laticia still not clear). Rev. AZ supplemented It goes to connection card response team, they track both online and in person into a google doc. Laura keeps track of who will respond to which groupings of cards. The written comments are read by the Minsters, and they make a discernment as to whether they need to reach out or send to Wellness Care team. Questions that are not easily answered come to staff meetings on Tuesday for resolution, they identify who is the follow up. Rev. AZ recounted the specific responses to Diane's several repeated connection cards. Rev. AZ contacted Diane to apologize that she did not reach out on subsequent card submittals on the same issue. The online connection card tracking data is downloaded from a google form to an excel and print connection card data is added to that excel by the Connection Card Response Team. Laticia led a deeper discussion of how the efficient handling of the cards can be key to member retention. Jan added that she would like to know how Minister's interact with new members and the onboarding of new members. Revs are still teaching core new member workshops to begin to build relationships with new members. Rev AZ clarified that moving away is still the majority of those leaving and we can look at ways for staff or volunteers to analyze the others to find out why they left.

Rev. AZ invites the BOT to send thank you notes to the core pledge team. BOT members agree to do that.

Kari suggested better communication when we have guest ministers so that members understand why they are speaking and what our ministers are doing when not preaching. Laticia mentioned part 6 of our bylaws about communication and keeping the congregation informed. Several trustees asked to add this discussion to our next meeting agenda.

Congregational Meeting Prep - Jane

- Review Townhall & Congregational meeting topics and format
- Kari feels strongly that we need a moderator to keep the meeting moving along smoothly. She has a possible candidate to do this. She reminded BOT that we have only had a few moderator less meetings recently and we have a long track record of having well moderate meetings. Improving Congregational meetings team needs to be reconstituted.

We discussed moving the items needing votes to be up at the beginning of the meeting.

Closed meeting at 9:32pm

Entered to Executive Session 9:32pm to 9:50pm.

Submitted by: Carrie Kotcho, Secretary