

**Unitarian Universalist Church of Annapolis
Board of Trustees Meeting
UUCA: Young Room
Tuesday, August 22, 2023, 6:30-9:15pm
Zoom Link: Meeting ID: 922 5263 7488**

Approved MINUTES

In attendance: Carrie Kotcho, Kari Alperovitz-Bichell, Jenn Pollitt-Hill, Jan Bird, Rev. John, Nicole Bruno, Mike Wanhatalo, Staff Warren,
GUEST: Diane Ratcliff

6:45pm

The Board began the meeting by reading our updated Board Covenant and signing it.

We reviewed the agenda and had no additions.

Action: Motion Jenn by to approve minutes from May 23, 2023, and July 25, 2023, as posted in the Board drive. Seconded. Discussion. **Approved.**

Board Reports

Finance officer report - Jenn Pollitt Hill

The report is in the Board drive. Jenn shared that the report has not yet adapted to the new fiscal year calendar, so it makes the financials look like we have overspent. Finance Committee members are working on the update now. Jenn reported that cash flow is good and there are no concerns from the Finance Committee.

Jenn reported that we need to spend an additional 1k to finish out approved A/V updates. The approved funds came from the Abernathy restricted fund.

Action: Motion by Jenn to spend an additional 1k from the Abernathy restricted fund to complete approved A/V updates. Seconded. Discussion. **Approved.**

She and Rev. John also noted that we need to spend additional funds on clean-up work to make Lawrence Ave. property attractive to sell. The cost is 2.1k. Rev. John asked the Board to identify and approve funds for this purpose.

Action: Motion by Staff to use 2.1k from the Abernathy restricted fund to pay for landscaping clean up needed to make the Lawrence Ave. property ready and attractive to sell. Seconded. Discussion. **Approved.**

Discussion followed about plans and priorities for use of the proceeds from the sale of Lawrence Ave. property including paying off debt at Harbor Bank and paying back the Endowment. Staff W. will draft language and circulate to the Board then ask the Endowment Committee to consider the language and recommend that the BOT can vote on in September.

Ministers' report - Rev John

Rev. John highlighted some of the items from the report.

- A major update was that the Ministers have decided that we will go back to two services in November through Memorial Day. It will take time to arrange volunteers, musicians etc. 9am and 11:15am are currently under consideration but Ministers may adjust.
- The Gen XYZ mixer was very well attended.
- UUCA is hosting an ACT meeting on September 7. Rev. John asked Board members to attend if possible.

Rev. John reported that we have a new, major HVAC issue that needs to be addressed. This is in addition to previous problems. An accumulation of construction dust in the system and needs to be cleaned out. In total about 8k in new repairs is needed. The repairs should be made after construction is finished with demo or drywall work that would create significant dust. Our maintenance plan lapsed, during personnel transition and Rev. John recommends we renew our maintenance plan and use Major Repairs Escrow funds to pay the repairs. The Board requests that the Executives get a competitive bid to see if we can get our current contractor to come down in price and agreed that the expenses should come from the Major Repairs Escrow funds.

Rev. John shared the great news that UUCA received a 117k grant from the State through DHS to reimburse UUCA costs for security updates to the building. He noted that we may need to take a short line of credit to pay for the expenses to

be reimbursed by State once the work is complete. We only get reimbursed for what we spend. Board members asked the grant writing committee what the timeline needs to be for cashflow. Ask the Execs, Finance Officer, and Committee to find a line of credit.

Rev. John reviewed an 8th Principle Project to rename the Faith Formation room names. The recommendations are in the Board Drive. This is an opportunity to add more people of color and removes the names of folks who are not as UU connected as once thought. Board members recommend that EPIC, BBC, and other members be consulted and should nominate new people to name rooms for. We all agreed that this is something the congregation should have the opportunity to contribute to.

Draft Annual Ministry Plan discussion

BOT agreed to finish comments in the document, and we will vote on it in September.

Review of first draft Board goals for 2023-2024

There was general agreement that these goals cannot all be accomplished in a year so we will need to prioritize these as we work through the document. The number of times each goal came up at the retreat is listed for each. We agreed to work in the document to add POC's for goal launching, coordinating, and monitoring. Jenn will be Board POC for the Congregational Census/Survey goal. We will pick up with the remaining goals including the 8th Principle Goal discussion in the September BOT meeting. General agreement that we will share the goals document with EPIC early in the process to allow them to shape/feedback on the goals. Link to the working document. Jenn, Nicole, Mike agreed to meet to strategize on EPIC next steps.

Check-out/Closing/Extinguish Chalice 9:15pm

Submitted by: Carrie Kotcho, Secretary