

UUCSR Board of Trustees Meeting Agenda

May 21, 2020 (via Zoom)

MINUTES

Voting Members Present: Natalie Brundred (President), Sean Freese (Vice President), Cathie Wiese (Corporate Secretary), Michael Randolph (Treasurer), Larisa Ashley, Joe Como, Paula Hammett, John Mason, Mike McGirr.

Voting Members Not Present: Karen Simmons

Voting Members for Special Session only

Paul Brockman, Jane DeYoung, Andy Levine

Non-Board Members Present: Rev. Chris Bell (Senior Minister), Rev. Dara Olandt (Assistant Minister), Dawn Silveira (Administrative Manager), Susan Thollaug (Recording Secretary). Congregants: Helga Lemke, Tamara Murrell, Debby Belansky, Susan Bartholome.

Meeting called to order: 6:37 pm

Chalice Lighting, Covenant, Opening Words: Rev. Chris and Natalie.

Agenda review: No changes.

Minutes: April Minutes were approved with 2 spelling changes.

Open Mic:

Paula: The Lay Chaplains and Rev. Chris are in the process of contacting everyone in the Congregation. They've had good responses; most people seem to appreciate the call.

Alan Bell is retiring from Committee on Shared Ministry. COSM has recommended David Reitzell to fill the spot. The Board approved unanimously.

SPECIAL SESSION: Election of Board Officers for the 2020/21 Year Motion: **Jane DeYoung** was nominated to serve as **Treasurer**.

VOTE: Jane was approved unanimously.

Motion: **Cathie Wiese** was nominated to continue as **Corporate Secretary**.

VOTE: Cathie was approved unanimously.

Motion: **Mike McGirr** was nominated and willing to serve as **Vice President**. He stipulated that he will not serve as President next term.

VOTE: Mike McGirr was approved unanimously.

No one on the Board was able to take on the job of President at this time. The possibility of an interim president was seen by the Board as undesirable during this period of pandemic, political, and economic uncertainty. The possibility of electing two co-presidents was raised but didn't produce any candidates.

Board members asked whether it would be possible for Natalie to continue to serve as President. Natalie would be willing to do so, but is required under UUCSR's Bylaws to leave the Board at the end of June. Any extension of Natalie's term would require a congregational vote to modify the Bylaws.

VOTE: Natalie was approved unanimously to continue to serve as President pending the Congregation's action at the Congregational Meeting.

The Board agreed to consult immediately with the Congregation's Bylaws experts about how such a modification could take place, as either a one-time exception or a modification to the Bylaws. The Board committed to working together to develop language to be submitted for the Congregation's discussion and vote.

Andy Levine was nominated as the **At-Large Check-Signer**.

VOTE: Andy was approved unanimously.

Assistant Minister's Report: Rev. Dara Olandt

The 20/30s group is smaller now (during shelter-in-place), but meeting online. Borders & Beyond is meeting and actively discussing future work. Pastoral care continues.

Administrative Manager's Report: Dawn Silveira

The REALM software package has been purchased. Paula Hammett is providing extensive professional-level help with the transition. Kali Bland is cleaning data in advance of the migration to the new software system.

The Newsletter is now being distributed via Constant Contact. Dawn is working toward issuing the newsletter weekly rather than monthly.

Dawn is looking into solar panels for the Glaser Center, with the objectives of saving on electricity and having continuous power during fire season,

which would enable us to offer a safe space with power to congregants and others.

Joe reported that the Glaser Center Committee is continuing to meet via Zoom, but there will be no rentals for a while.

Senior Minister's Report: Rev. Chris Bell

We're working as hard as we can to make it possible to meet in person, probably in small groups first. We'll keep evaluating. Using a time-frame of a year allows us to think this through. We need the input of our members, possibly via the neighborhood groups. This is an emotionally laden time, with many unknowns. It's important to try not to make decisions or proclamations too fast.

Rev. Chris suggested several possible components of a plan for the next year, including using this time to make the transition to the new software, working with the Interfaith Council for unified pastoral support for the community, drafting an Op-Ed piece supporting the county health officer and publicly demonstrating that religious people can listen to scientists, re-vamping our newsletter, bringing Clovice Lewis onboard as intern minister during our "virtual year", updating the website.

Some other ideas could be to consider organizing small watch parties for the Sunday services, offering Getting to Know UU online, disseminating information about online classes and other spiritual resources, providing training in use of audio-visual modalities, and more.

Joe moved that the Board adopt this resolution: "Guided by our responsibility for our congregants' safety and well-being, the Board accepts the UUA Guidelines for Re-Gathering published on May 14, 2020 that call us to become the best virtual congregation we can be, perhaps for even as much as a year. We will continually discern and reassess conditions toward the goal of meeting in person, in small groups and as a whole body, as quickly as possible."

VOTE: The Board approved this resolution unanimously.

Treasurer's Report - Michael Randolph, Treasurer
Current Fiscal Year (2019/20)

We now expect to end this fiscal year with a surplus because of the Payroll Protection Program loan received from the Small Business Administration. The exact size of the surplus will be determined by UUCSR's income during May and June. We will be able to pay our UUA dues.

Proposed Budget for Next Fiscal Year (2020/21)

The new budget is balanced based on about \$500k in income for the year, compared to around \$650k in recent years. The Assistant Minister position is eliminated. This is a bare bones budget, but it covers all of UUA dues and an increase in Worker's Comp payments. We will evaluate as we go.

Michael requested the Board's decision on whether to proceed with a package of four personnel expenditures to be paid from the 2019/20 surplus carried over to the 2020/21 budget: (1) increase Dawn's hours from 60 to 80 percent; (2) provide merit increases to staff; (3) increase hourly pay rate for Religious Education auxiliary staff; (4) increase hours for our pianist.

Support was expressed for maintaining office staffing sufficient to accomplish the transition to REALM, as well as the merit and hourly increases recommended by Human Resources. Dawn and Rev. Chris each declined to accept their merit increases, but supported increases for the rest of the staff. We wouldn't be paying a salary to the intern, but he may need some funds for expenses. We should keep some funds in reserve.

Motion: In the 2020/21 budget, apply up to \$21k in surplus funds to provide merit increases to staff, increase all staff to a minimum of \$15/hour, decrease Dawn's hours to 80%, and exclude merit increases for Dawn and Rev. Chris.

VOTE: Passed unanimously.

Motion: To recommend the 2020/21 Budget as presented to the Congregation for its vote at the June 14 CM.

VOTE: 8 in favor; 1 abstention.

Endowment Fund Distribution:

Michael recommended not taking the distribution this year, noting that it can't be used for operations. We've already seen a decline in the value of the Endowment Fund portfolio. This isn't a good time to take money out, from an investment point of view.

Motion: The Board recommends to the Congregation that a distribution from the Endowment Fund not be taken for the 2020/21 fiscal year.

VOTE: Passed unanimously.

Because of the late hour, the Board decided to meet the following week to do detailed planning for the June Congregational Meeting.

Final Questions, Review of Action Items, and Closing Words

Meeting Adjourned: 9:15

*Next board meetings: Thursday, May 28, 2020 7:00 pm
Thursday, June 18, 2020 6:30 pm*

Congregational Meeting: Sunday, June 14, 2020 12:00 pm

Respectfully submitted by Susan Thollaug, Recording Secretary