

## **UUCSR Board of Trustees Meeting**

**Thursday, October 15, 2020, 6:30 pm** *(via Zoom)*

### **MINUTES**

**Voting Members Present:** Natalie Brundred (President), Mike McGirr (Vice President), Jane DeYoung (Treasurer), Cathie Wiese (Corporate Secretary), Joe Como, Paula Hammett, Larisa Ashley, John Mason, Sean Freese, Paul Brockmann, Andy Levine

**Non-Board Members Present:** Rev. Chris Bell (Minister), Kenyatta Jackson (Administrative Manager), Susan Thollaug (Recording Secretary)  
Members: Kirsten Olney, Pam Tennant, Helga Lemke

**Meeting called to order:** 6:33 PM

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

**Agenda review:** No changes.

**Minutes:** September minutes were approved with one clarification.

#### **Open Mic:**

We want to send more frequent, shorter newsletters to the congregation via Constant Contact, probably weekly. This will allow information to reach congregants in a more timely way, and each newsletter will be easier for congregants read. Kenyatta will send out clear and friendly guidelines soon. We will probably print a monthly compilation of the shorter newsletters to make available to people who prefer a hard copy (by mail or pick-up.)

The Board agreed to participate in a board development program offered by the Pacific West Region. It was scheduled for Saturday, November 7<sup>th</sup>.

Helga Lemke requested to use UUCSR's Zoom account for Adult Education classes. Kenyatta will set up an account for the Adult Ed Committee.

Mike reported that he'd received an email from Catherine McBride suggesting that UUCSR proactively seek out local, minority, and LGBTQ-owned vendors. Natalie asked Mike to forward the email to Kenyatta, to explore with the Ops team.

**Treasurer's Report** - Jane DeYoung

As of the end of the first quarter, we're about \$46k above budget projections. This reflects higher-than-expected pledge and gift income in July, and reduced expenditures throughout the quarter. Expenses are being managed very well by the staff and Operations Team. However, pledge income dropped off significantly in September, probably due to the transition over to Realm. While our current fiscal position is good, pledge income going forward is a concern. Constituting a new Stewardship Committee to strengthen our financial foundation for the near and long-term future is very important.

UUCSR member Karen Lillard, who passed away in August, has left a bequest to UUCSR.

### **Minister's Report** - Rev. Chris Bell

There are three big events coming up: The election, Thanksgiving, and Christmas. These are all times when we'll want to be together, and we need to plan how to do that during Covid times. Perhaps post-election Zoom gatherings Wednesday and Thursday after the election, and perhaps an hour together online on Thanksgiving and Christmas. Era is planning something very simple for Christmas for the children. A gathering on Christmas Day might be good this year, since being with family and friends in person won't be possible for many people.

We could possibly take a collection on the day of Thanksgiving or via a Sunday service close to Thanksgiving for those less fortunate. Paul will take this question to the Advocates. The UU Service Committee "Guest at Your Table" tradition won't happen this year.

### **Administrative Manager's Report** - Kenyatta Jackson

Kenyatta is having fun as she settles into her job, and is continuing to learn. She's finding Realm to be intuitive and wonderful. She expressed her gratitude to Paula, who has oriented her to Realm as well as to the ways of our Congregation.

Peter Wilson and Kenyatta have prepared the building for shampooing of the carpeting in the administrative offices, Founder's Room, and RE wing.

### **Realm Implementation** - Paula Hammett

The Realm Launch Team has done what they set out to do. Realm has been "live" for a month. At least 161 people have signed up, more photos are appearing on the profiles, and 141 people have scheduled their ongoing donations through Realm. Especially given the timing of our Realm launch (with fires, evacuations, Covid, the start of the school year, contentious political campaigns, etc.) we're off to a great start.

A Town Hall meeting announcement went out via Realm to everyone who's activated their profile. Era has been working with parents and RE staff to make Realm work for them and support their programs.

Paula is still available for trouble shooting and one-on-one help for members who may need it to get the hang of Realm. There will be at least two more online Realm workshops.

**Racial Justice Workshop Debrief** - Jeanie Bates, the Diversity Project  
Jeanie debriefed the participants in the recent three-session online Racial Justice Workshop about their impressions and experience.

Advocates for Social Justice has contributed \$200 in seed money for doing more of these workshops. Paul recommended we read an article in the Summer 2020 UU World magazine, "Stop Calling the Police and Start Eradicating Anti-Blackness."

**Opening the building** - Gretchen Vap, Health Advisory Committee  
Considerations for opening the building during the pandemic are essentially the same for all uses, be it for small groups or for sheltering in an emergency.

Signs posted on the outside doors will ask for self-assessment of symptoms or recent exposure to Covid. There will also be thermometers. Wearing masks and social distancing is mandatory. Hand-washing or using sanitizer is encouraged. Everyone who comes in the door of the building must follow the protocols.

Entering the office will be by appointment only. There is a cumulative risk for the staff with people coming into the office. Keeping the staff safe is very important. Doors in the building should be left open for ventilation when feasible.

The committee recommends that group gatherings *\*only\** be held in the courtyard or breezeway, with a maximum of 10 people in each area. For emergency use, a maximum of 40 people could be in the building. Use of the courtyard or breezeway will be by reservation only, first come, first served. Era will be having small groups of kids come to RE and the courtyard, so adult group gatherings will be planned around those times. There will be no groups meeting inside during the winter.

Non-staff only should use the back bathroom (in RE). We encourage people to "go at home" before coming to a meeting. The kitchen is off limits except

for the Saturday Breakfast crews, or in emergencies. We will make sure the Saturday Breakfast crews are on board.

All of this information will go out via email and the newsletter, so everyone will know what is required to enter the building, individually or as a group.

**Town Hall set up** - Natalie

The Zoom meeting will open at 1:00 pm, half hour before the meeting begins, to handle technical problems in advance. There will be a practice session for raising electronic hands. Everyone who may need to be a co-host will be made one. Breakout sessions will have four people per group.

**Next actions for Board Goals** – Natalie

Good progress is being made on all of the goals but the one about creating the most appropriate method of stewardship in the congregation, led by functioning committees.

It's critical to create a new stewardship structure, and figure out its functioning. At the September Board meeting, the Board began exploring this, and now we need someone to spearhead an organizing team. Jane agreed to do this. Several people have been identified who will participate in this redesign.

Jane has developed a proposal which she has circulated and gotten good feedback about. We need a structure that will carry through changes in administration, committee members, etc.

We will get all the interested parties on a Zoom call to have a conversation that produces a direction, and then we can form a working committee.

**Sign on the burned area of the back of the building** - Rev. Chris

We're looking at putting up a banner that could be seen from the parking structure, and possibly leaving the scar on the building. This would be relatively inexpensive, and could be changed over time. We can put up the banner in a way that allows us to use the storage area. Rev. Chris will decide on the banner's wording, and work with Jerry Rose to finalize.

**Final Questions, Review of Action Items, and Closing Words**

**Meeting Adjourned:** 9:23

*Next Board Meeting: November 17, 2020 6:30 PM  
(via Zoom - see Realm Events for link)*