

UUCSR Board of Trustees Meeting

Thursday, NOVEMBER 19, 2020, 6:30 pm *(via Zoom)*

MINUTES

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

Voting Member Absent: Joe Como.

Non-Board Members Present: Rev. Chris Bell (Minister), Kenyatta Jackson (Administrative Manager), Susan Thollaug (Recording Secretary).

Meeting called to order: 6:37 PM

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

Agenda review: No changes.

Minutes: October minutes were approved as submitted.

Open Mic:

Natalie asked the Board to send her agenda items via email for the January Congregational Meeting.

Treasurer's Report - Jane DeYoung

As of the end of October, four months into the fiscal year, we are about \$46k in the black, due both to higher-than-expected income and lower-than-expected expenses.

December is usually our biggest pledging month, but this year is unpredictable because of Covid. The Board and FinComm will re-assess the Congregation's financial situation in January and consider making small adjustments to the budget at that time. At this point, there aren't any big concerns about meeting our pledging goals.

Formation of New Stewardship, Legacy, and Endowment Committees

Jane announced the reorganization of UUCSR's stewardship committees.

Stewardship Committee. Co-chairs: Debbie Belansky (an accountant) and Carol Kramer (pledge secretary for many years). There are about 8

members on the committee now. Bookkeeper Laura Blum will provide support.

Legacy Circle, Bequests, and Donor Relations. Co-chairs will be Pam Tennant and Reid Stinnett. Kenyatta Jackson will provide support.

Endowment Committee. Co-chairs: Michael Randolph and Kirsten Olney.

Minister's Report - Rev. Chris

We kicked off "Plus" services with other UU's of the North Bay. Marin hosted in October; Petaluma will host in December; UUCSR in January.

We don't know when we'll re-open and meet together in person again, but we should start the conversation now about how we'll go back, and develop it more as we get closer to re-opening. We'll have the opportunity to re-think how and when we do things, what we emphasize. What does the Congregation see us keeping and losing as we transition? It will be "UUCSR 4.0" (1.0=community meetings; 2.0=Todd Rd; 3.0=Glaser Center before the pandemic).

Administrative Manager's Report - Kenyatta Jackson

There's been a series of decisions about opening and closing the building. Members were so enthused about using the courtyard that it became necessary to make rules about what kinds of meetings could happen there (no private gatherings), how long is a reasonable length of time, and more. This is an ongoing process with the Health Advisory Group.

Interior painting is being done.

The purchase of carpeting has just been finalized. It's expected to arrive by the first week of January. To prepare for installation, we will need volunteers to move furniture, who will need to maintain social distancing.

Kenyatta will be assuming more human resource duties.

Realm Implementation Report - Paula Hammett

We're up to 180 active logins, and 153 signed up for scheduled giving.

The launch team is stepping back and thinking about next steps, including promoting communication among groups. The team's aim is to avoid overwhelming people at this point.

Update on Using the Building - Paul Brockmann

Lots of congregants wanted to come back and meet in the courtyard, once we offered that possibility. An expanded "building and health advisory

group” that includes Kenyatta, Pam Tennant (from Ops), Gretchen Vap, Susan Thollaug, and Paul.

Congregants have been informed that only staff can enter the office, and masks must be donned before entering the building. Use of the courtyard and all non-essential uses of the building is suspended until at least early January. Saturday Breakfast will continue. A few other exceptions will be made. The Board agreed that space will not be available for rentals until further notice.

Racial Justice Discussion - Paul Brockmann & Mike McGirr

The Board debriefed the Diversity, Equity and Inclusion (DEI) part of the Town Hall, and discussed several other ideas to make DEI and indigenous lands acknowledgement part of the congregation’s conversation.

Ideas for Things for the Congregation to Make

It would be great to engage people in a communal activity that they do at home. Something that’s not a “heavy lift”, and is fun.

The idea that Board members liked the most was for everyone to get a piece of cloth - like a prayer flag. They’d be invited to make a decoration or a wish for peace or something symbolic. Everyone could do it with fabric markers. We could hang them all around the church.

Other ideas:

- * Do a mosaic, maybe with a mosaic artist, using broken pieces of pottery. The kids could break the pottery. Could have sections in a larger design, and people would fill in the sections.
- * Have a shared garden space. Neighborhood groups could have common spaces where they could design, plant, tend, and harvest.
- * Build a labyrinth in the courtyard.

Clarification of roles and responsibilities to create more effective partnerships

The respective roles of the committee heads and the Administrative Manager, especially the Ops team. Clarify Ops authorities over what, including vis a vis the Board.

A redefinition of what’s expected of the Membership committee.

Dee Ray has said she’ll start a Welcoming committee up if there’s no one is on it. The people who worked the welcome table might be recruited to be a welcoming committee during these times.

The Board should know the chairs of our major committees. Ask if a task is a one-off or a recurring/ongoing structural element with a more complicated process. Perhaps come up with a way of sorting out what's the best approach when we need something done.

Go to each of our existing committees and ask them to come up with how their committee can be part of us being a vibrant, engaged community by maintaining or expanding their contribution. Each committee could describe their roles and responsibilities now and for the foreseeable future.

Next actions for Board Goals

1. FinCom is collecting documentation about the Bylaws and structures of committees, and has found discrepancies. Some Bylaws changes may be recommended.
2. Start a high-level overview to re-examine committee structures in January. What do we want to bring back, preserve, give up? Do we need each committee? What does service mean, what does being together look like? Include Diversity, Equity and Inclusion.
3. Update the website. Save the major review until January.
4. Think about Diversity, Equity and Inclusion in the Bylaws revision.
5. The Diversity Project will be coming back next month with their plans, including a common read with Diversity and the Adult Education Committee.
6. Era is making guidelines for re-opening a focus for RE. The Building and Health Advisory group is actively advising the Board.

Board terms & Brainstorm possible Board members for next year

Each Board member said when their term is up, and, for those applicable, if they want to "re-up". The Board agreed that it is very important to have parents on the Board. Young adults are also needed.

Final questions and review of action items

Meeting Adjourned: 9:20 PM

Next Board Meeting: 6:30 PM Thursday, December 17, 2020 (online)

Next Congregational Meeting: Sunday January 31, 2021 (online)

Respectfully submitted by Susan Thollaug, Recording Secretary