

OM1inutes of the Monthly **Hybrid** Board Meeting

May 1, 2022

Present: Moderator Bruce Pollack-Johnson (BPJ) Assistant Moderator Fern Culhane (FC); Treasurer Nicole Bartle (NB); Secretary Jane Hain (JH); Trustees Leslie Ferron-Smith (LFS); Anne Geheb (AG); **Anam Owili-Eger (AOE); Minister McKinley Sims (MS).**

Absent: Trustee Stephen Workman (SW)

CHALICE & GATHERING WORDS: 12:55 pm.

1. BRIEF REPORTS AND UPDATES:

- 1.1. **Minutes:** April Meeting: Motion to approve with BPJ's slight edits: LFS; second: NB. The minutes were approved.
- 1.2. **Minister's Report:** MS presented a written report. He had not yet arrived at this point. There was no discussion.
- 1.3. **Treasurer's Report:** In general, all is still okay. A very conservative estimate would be for an additional \$6000/month in pledges to come in for May and June. See para 2.2 for additional budget discussion.
- 1.4. **RE Report/Our Whole Lives (OWL) Update:** AOE reported that, according to Joanna, virtual RE is still the best format.
 - 1.4.1. Coming of Age (COA) is up and running. The program is planned to conclude on May 22. They have a community project to raise funds to support PAWS to save animals' lives. Ask MS to add this project to the postlude slides.
 - 1.4.2. There were 10 youth in daycare for MS's installation. Charlotte (?), one of the helpers, is interested in the RE Coordinator position. He'll be happy to speak with her.
 - 1.4.3. BPJ should check with Gary S on his intentions concerning Our Whole Lives (OWL) training.
- 1.5. **Buildings & Grounds:** JH reported that the damaged wall in the minister's office has been repaired. The committee will be removing furniture from both offices on Tuesday in preparation for asbestos removal and the installation of new carpeting. The abatement crew will come in on Friday, May 6. The TPUC has granted us the \$5000 necessary to cover this expense. They will need proof of the job completion by June 8 for reimbursement. Supposedly, the reimbursement check is in the mail for the kitchenette project. Desi finished the repairs to the mural in the Hale stairwell. Thank you, Desi!
- 1.6. **Justice Council Report:** BPJ reported that the council will be starting a new book reading and discussion shortly: *Emergent Strategy* by Adrienne Maree Brown.
- 1.7. **8th Principle Team:** They will begin follow-up work on *Widening the Circle* after the covenant is finalized.
- 1.8. **Finance Committee:** NB and Domita S are planning to contract a new firm for the next Financial Review. The present firm has taken way too long to finish the 2019-20 review.

Paperwork from that report is necessary to begin the next review. The finance committee is scheduled to meet next Tuesday to review any budget changes that may be made at this board meeting. At the present, we have \$206,382 in pledges (Thank you, Fern!) which still leaves us with a deficit budget of \$8,000. See para 2.2 for additional budget discussion.

- 1.9. **Membership Committee:** No report.
- 1.10. **Music Director Search:** LFS reported that the committee received a request for information from Lois Murphy, worship chair at the Unitarian Society of Germantown (USG). They aren't sure yet what this is about. LFS phoned her and left a message, but has received no response yet. More Music Director information is addressed in para 2.3.
- 1.11. **RE Position Search:** Linda PJ has compiled a preliminary job description and has distributed it for comments from the committee. NB is planning to attend their next meeting on Thursday, May 5 to discuss the levels of certification that affect salaries: lowest to highest being RE Coordinator, Religious Educator, (Credentialed) Associate Level, Credentialed Level, and Credentialed Master Level. At 15 hours, and a salary of \$2300+/- for 9 months, no benefits will be offered. Usually, there are only childcare volunteers enlisted over the summer. BPJ asked that description copies be sent to the board as well.

2. UPDATES AND ACTIONS:

- 2.1. **GA Delegates:** General Assembly meets from June 22-27 in Portland, OR. We must have 2 official delegates. FC will be attending in person. Domita S may agree to become a virtual delegate and BPJ is intending to be a delegate and attend virtually. We should also have at least one non-voting alternate. The Board must approve the list of delegates at the June meeting.
- 2.2. **Pledge Responses/Budget:** So far we have planned pledges at \$196,062.90 with 5% not being received. This year we're more at 2-3%. She said that planned unpledged contributions have been decreased a bit. There are 61 pledging units as of this date from 78 individual members and friends. NB went through the planned budget and brought several of the lines to the attention of the board.

2.2.1. Budget Discussion:

- 2.2.1.1. We have cash reserves of \$93,300 in checking and \$58,705 in savings. Some is designated for funds: contingency, justice, Stenton & Gorgas, ministerial discretionary, children & youth, music, etc. totaling about \$70,000. The planned endowment contribution has not yet been moved. NB recommends that this is still more than we need to keep in cash. Our bookkeeper may be able to offer clarification on day in/day out costs.
- 2.2.1.2. Leftover funds from the installation will be rolled over into the Ingathering Homecoming event planned for next fall.
- 2.2.1.3. BPJ asked how much of the \$70,000 is available from what was rolled over from the year before MS was hired? BPJ estimates \$20,000. NB will ask Tim S if he has more accurate information.
- 2.2.1.4. The ministerial sabbatical fund has been initiated with \$2000.
- 2.2.1.5. The TPUC could give us a 4% disbursement from our endowment investment of about \$13,000 but we'd prefer to reinvest that amount toward a goal of \$500,000 (approximately twice our annual budget).

We believe our balance is \$330,067 without the planned \$50,000 from our bank account. NB and FC would both appreciate a new statement from the TPUC and to what is our accurate investment amount.

- 2.2.1.6. MS is very interested in planning a capital campaign toward endowment-building for next year.
 - 2.2.1.7. B&G has requested to lower its budgeted line to \$5000 but NB recommended keeping an additional \$1500 in the contingency fund for their use should there be an emergency. There was then decided that we wouldn't need that expense line assuming that the approximate \$4000 in the bank reserves is a real number. The contingency line was removed.
 - 2.2.1.8. RE's expense will be dropped from \$1250 to \$1000. That should still leave funding for curriculum materials like "Soul Matters" which Joanna S was interested in purchasing. That cost is about \$450. FC: A program by Jane Goodall may also be of interest.
 - 2.2.2. Deb G may be interested in co-chairing a flea market if someone else can help her. AG is willing to help on the day of the event. Cynthia B says that people are contacting her. Perhaps possibilities could be addressed at the budget or annual meeting.
 - 2.2.3. There may also be interest in reviving the used book sales. This could also be included in the flea market: Anne A and/or Louise S?
 - 2.2.4. JH expressed her doubts about a service auction unless the congregation can again begin meeting for "normal" coffee hours.
 - 2.2.5. People asked about how they can see how much they have given in a particular timeframe. This is on the website: <https://www.uumtairy.org/portal.php>. There are two tutorials to show how to access information.
 - 2.2.6. NB made the executive decision to remove the line, Reserved Fund Transfer: \$3450, because it hasn't been used in the past several years.
 - 2.2.7. **DECISION:** The Board approved the amended budget.
- 2.3. **COVID Guidelines:** Since Philadelphia is now using CDC's three levels as a guide, we are in their "low" category. But, since we had a positive case show up following the installation, it was deemed advisable to drop our attendance for this next Sunday to 25 and not serve coffee. It appears that if all is well, we will still stay at the 25-50 range for a while.
- 2.4. **Coffee Hour Plans:** We will offer coffee in Hale Lounge only if there is a volunteer to make and clean up. BPJ will write an article in the next weekly enewsletter to that effect.
- 2.5. **Nominating Committee Update:** No written report. LFS indicated that she would agree to remain on the board for another term. Thank you, Leslie! FC will rotate off. Thank you, Fern, for your many years of service! No decision from NB. The final member whose term is coming due is SW who was absent for this meeting. Cathy M has expressed an interest to have her name added to the slate.
- 2.6. **Budget/Annual/Homecoming Meetings etc:**

- 2.6.1. Budget Meeting: Date – May 22. The budget needs to be posted at the church 10 days prior to the meeting. We will vote on the budget and possibly discuss and vote on the covenant draft. If that be the case, the draft must be in people's hands 10 days prior to the meeting.
 - 2.6.2. Annual Meeting: New tentative date – June 12. Perhaps we could again use the tent and hire a food truck. It was also encouraged that both Pat D and lone V attend this or the Ingathering/Homecoming event as they are perhaps the longest African American UU members, period.
 - 2.6.3. Annual Meeting/Homecoming: Perhaps some of the congregants who were planning to sing or speak at the installation could do so following the annual meeting or postpone until the Homecoming in the fall. BPJ will speak to the organizer, Cathy M, about this.
 - 2.6.4. Restoration/Rochester Plan: This is a process for making decisions on big social justice projects. We used it for PIHN and maybe Reconstruction, Inc. with David M and Paul M. Perhaps a committee could be formed to suggest a large project coming out of the Reparations workshops. It would require a congregational vote to decide if we, the congregation, wanted to support such a project. Could this be addressed at the annual meeting?
- 2.7. **Tag Line Sign:** Someone needs to design and get a cost estimate for a sign to hang under the present lawn sign.
 - 2.8. **Building Use:** The Rich Rueben concert scheduled for June 5 will be held in two in person sessions. Jamie P will perform a graduation recital on May 15. Folk Factory will be in person Open Stage on May 26.
 - 2.9. **POWER Listening Campaign:** This will continue through May.
3. **FUTURE PLANS AND OTHER BUSINESS:** A Strategic Plan and capital campaign discussion will be considered for the January board retreat.
4. **WRAP UP AND CLOSING WORDS**
 5. **EXTINGUISHING THE CHALICE:** Meeting Adjourned: 3:15 pm.

TASKS:

- BPJ, FC, MS..Collect long range plan information.
- BPJCheck with Gary S on his intentions concerning Our Whole Lives (OWL) training.
- BPJ.....Ask Linda PJ to send copies of the final RE job description to the board.
- BPJWrite an article in the next weekly enewsletter stating that coffee hour will be held only if there is a volunteer for that week.
- BPJSpeak to Cathy M about when to have speakers, singers complete their programs: Annual Meeting or fall Homecoming.
- BPJMeet and discuss possibility of voting on the proposed changes to the Congregational Covenant. Need to post/email 10 days prior to the budget meeting.
- NBAsk Tim S if he has more accurate information on the roll-over funds left from before MS was hired.

NB, FCTry to get a new statement from the TPUC as to what is our accurate investment amount.

FCConvene a membership meeting for May.

AOEAsk MS to add PAWS project to the postlude slides

LFSPut out feelers for choir and individual music participation.

Have these tasks been addressed?

MSCheck our present building insurance to see what's covered.

SWRe-write the PIHN handbook to comply with new restrictions.

Next Meeting: Tentatively hybrid, Sunday, June 5 at 12:45 pm.

Respectfully Submitted, Jane L Hain, Secretary