

Minutes of the Monthly Board Meeting via Zoom June 5, 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); Stephen Workman (SW); Minister McKinley Sims (MS).

Absent: None

CHALICE & GATHERING WORDS: 12:45 pm.

1. BRIEF REPORTS AND UPDATES:

- 1.1. **Minutes:** May Meeting: Motion to approve with BPJ's slight edits: FC; Second: SW. The minutes were approved.
- 1.2. **Minister's Report:** MS presented a written report.
 - 1.2.1. There have been three Pastoral Care volunteers who wish to be trained: Annabel G, Deborah G, and Carola S.
 - 1.2.2. Laurie D and daughter, Molly, have asked to be re-instated as members. MS requested that they send an email to that effect. Molly is also interested in taking the training to be an Our Whole Lives (OWL) facilitator to join Jessica H.
- 1.3. **Treasurer's Report:** Written report is posted on the board webpage.
 - 1.3.1. NB reported that we are on track financially with \$4,100 left to collect for June. We should be able to cover our expected June expenses.
 - 1.3.2. The check cleared for our endowment contributions. She hasn't yet been able to get an updated balance.
 - 1.3.3. She also suggested considering updating the By-Laws at some point to state what minimum cash balance the congregation should keep in our bank accounts.
- 1.4. **RE Report/Our Whole Lives (OWL) Update:** BPJ reported that Gary S has a new job and cannot now be an OWL facilitator. MS can be a substitute if needed. BPJ may take the training. FC will look to see if there is a problem having two people identifying as female being the main facilitators.
- 1.5. **Buildings & Grounds:** No report.
- 1.6. **Justice Council Report:** 1.6 was covered in a written report. No other input.
- 1.7. **8th Principle Team:** 1.7 was covered in a written report. No other input.
- 1.8. **Finance Committee:** NB stated that the city assessed the property value to be \$770,000. Andy L suggested that a true market value may be closer to \$1,000,000.
- 1.9. **Membership Committee:** No report.
- 1.10. **Music Director Search:** No report.

- 1.11. **RE Position Search:** The posting is on our website. The committee has received two resumes: Julie Rigano, who contacted us through MS, and Charlotte ? who is an acquaintance of Joanna S. AOE agreed to telephone them both to let them know that the committee is considering their candidacy. There is a search meeting planned for June 15.
- 1.12. **Building Use:** NB asked if we should invoice Rich Rudin for his recital rental. MS responded that this has all been taken care of. Maurice Sampson's voter group has met several times and all is well there. FC asked if a congregant needs to be in attendance to lock up the building following any event. For most events, probably, yes for now, especially should there be a party in Fellowship Hall. It needs to be reinforced that any people using the building leave it as they found it. Right now, MS, Mike F or the Admin Assistant has been closing the building. Most of the events seem to happen on Thursday when the Admin Assistant is available to close the building. Should she need to stay late, or more often, NB said that she could be compensated. There was more discussion concerning an upgrade of the security system to allow remote alarming and also replacement of the existing keypad. Perhaps Mike F can offer some insight. In the mean time, could groups be given a common exit code?

FYI after the meeting: Larry H phoned the security company to ask about upgrading to allow remote alarming. They will send information but they informed him that it would be quite costly because our alarm system is wired in with the fire alarm and that would have to be separated to use any remotes.

2. UPDATES AND ACTIONS:

- 2.1. **Building Maintenance/Cleaning:** Larry H brought a member request to the Board concerning whether B&G or some committee should be assigned such tasks as general building cleaning, upkeep of the two kitchens, interface with the Sexton, ordering of supplies etc. Larry feels there needs to be a separate housekeeping committee to address these chores. The Sexton is only responsible for cleaning the bathrooms and emptying trash at this time. He is paid extra for any other chores. Perhaps we could reinstitute the "I Care Days" and include housekeeping though these days were not well attended in the past. AOE asked if some of this could be the responsibility of a hospitality committee. SW wrote an aesthetics proposal in January which he will resend. AG, AOE and perhaps BPJ offered to help with planning a solution to this problem. More discussion to come.
- 2.2. **GA Delegates:** General Assembly (GA) meets from June 22-27 in Portland, OR this year. We must send 2 official delegates. FC will be attending in person. BPJ will also be a delegate and attend virtually. We should also have at least one alternate member. Linda H and/or Cathy M may agree to fill this role. Names need to be submitted to the UUA to receive the links to attend.
DECISION: The Board voted to approve the official delegates and whichever alternate is selected. Mary L plans to attend remotely but it is her first year so best she's not asked to be an alternate.
- 2.3. **COVID Guidelines (Annual Meeting):** It's questionable that the congregation can meet all in-person for the Annual Meeting next week since Philadelphia's guidelines are placing the city above their "low" rating. There is concern about the special presentations that were supposed to happen at the Installation ceremony. The music, speeches, etc will take about a

half hour. More Annual Meeting information on para 2.8.

DECISION: It was decided that the meeting will be hybrid and those attending in-person should all test before coming to the service and/or meeting. BPJ will write a strong statement in the weekly enewsletter to that effect.

- 2.4. **Coffee Hour Plans:** Because of the Annual Meeting, there will be a short coffee hour in Hale Lounge. AG has agreed to host, perhaps with Linda PJ helping.
- 2.5. **Coat Rack Storage:** There was discussion about where to use/store the coat hanger racks purchased for the Installation. Suggestions were to keep them where they are (outside the minister's office and in Fellowship Hall (FH)), put one in the vestibule inside the glass doors, or store them under the existing coat rack in the hall outside of FH or under the stairway in that area. No final decision was made.
- 2.6. **Painting of Former Minister Kathy Ellis:** The painting, created by Harald G as an auction item, hangs in the hall connecting the sanctuary to the Hale building. There was discussion concerning whether it should be moved to the Boardroom or to the Lounge. MS stated that he is agreeable with leaving it where it is, or moving it. Any decision has been tabled.
- 2.7. **Nominating Committee Update:** All on the Board are aware of the nominees.
- 2.8. **Annual Meetings etc:** The Congregational Covenant has been updated and is posted on the website and linked in the weekly enewsletter for the congregation to read. BPJ has received some enthusiastic feedback. AG especially appreciated Bruce's clarification of Radical Hospitality. It should be voted on at the Annual Meeting.
- 2.9. **Tag Line Sign:** There was discussion about placing the words under the existing yard sign since we cannot add any more signage according to Philadelphia's codes. JH agreed to create a paper/board mockup over the summer to show how the wording could appear there. BPJ requested there to be no capitalization.
- 2.10. **Music until we get a Music Director:** It was asked how allowing the congregation to sing came across over Zoom. None of the Board attended via this device but viewing the saved live stream may answer the question.

3. FUTURE PLANS AND OTHER BUSINESS:

- 3.1. **Board Retreat:** No discussion.
- 3.2. **Next Meeting:** It was agreed to hold a short Zoom meeting on Wednesday, July 6 at 7pm. BPJ will confirm with potential new board member, Cathy M, as to her availability.
- 3.3. **Possible Ministerial Intern:** MS informed the Board that Shaie Dively, a BuxMont member, would like to be considered for a part-time, two-year internship starting this fall. She said that she would expect no ministerial stipend but if we should hire a music director who doesn't need medical benefits we would have funding to at least offer her money for professional expenses. The commitment requires that we provide a 5-person oversight committee. NB offered to be on this committee. FC asked if this decision requires a congregational vote. MS's opinion was that it only needs Board approval. Perhaps the Bradburds or Rev Dumbledam could confirm this. There's nothing in the by-laws. BPJ, FC, and MS will arrange for a personal interview and MS will have her preach several times during the summer. BPJ agreed to write an article in the enewsletter asking for committee volunteers.

4. WRAP UP AND CLOSING WORDS:

5. EXTINGUISHING THE CHALICE: Meeting Adjourned: 2:45 pm.

TASKS:

- BPJ Write a strong COVID testing statement in the weekly newsletter for next week's Annual Meeting.
- BPJ Confirm with possible new board member, Cathy M, as to her availability for the July board meeting.
- FC Identify if there is a problem having two people identifying as female being the main facilitators for the OWL program.
- SW Would you agree to ask Mike F about upgrading the security system to allow for remote arming?
- SW Resend the aesthetics proposal he wrote in January. AG, AOE and perhaps BPJ offered to help with planning a solution to the housekeeping/hospitality issue.
- AOE Telephone two candidates to let them know that the committee is considering their RE candidacy.
- AG Host coffee hour on June 12 with the possible help of Linda PJ.
- JH Create a paper mockup over the summer to show how the tag line wording will appear.
- BPJ Write an article in the newsletter asking for volunteers for an oversight internship committee.
- BPJ, FC, MS... Arrange for a personal interview with intern candidate.
- FC Convene a membership meeting.
- LFS Put out feelers for choir and individual music participation.

Have these tasks been addressed?

- AOE Ask MS to add PAWS project to the postlude slides.
- NB Ask Tim S if he has more accurate information on the roll-over funds left from before MS was hired.
- BPJ, FC, MS... Collect long range plan information.
- MS Check our present building insurance to see what's covered.
- SW Re-write the PIHN handbook to comply with new restrictions.

Next Meeting: Wednesday, July 6 at 7:00 pm via Zoom.

Respectfully Submitted, Jane L Hain, Secretary