

UUFCA Board Meeting

June 11, 2020

Location: Zoom Call

Attending (via Zoom): Marty Rudolph, Susan Kinney, Scott Rudolph, Sylvia McFarland, Mark Steinberg, John Lawton, Erika Beard-Irvine

Absent: Chad Leonard

Guests (via Zoom): Fletcher Chamberlin, Daelene Schwartz, Ella Chatterje, Larry Price

Called to Order: 4:05 PM

Minutes written by: Erika Beard-Irvine, Recording Secretary

Consent Agenda

Minutes of May board meeting approved. June financials approved. June board agenda approved.

Acceptance of consent agenda moved by MR, second by MS. Unanimous.

Reference Documents:

Board Minutes May 14, 2020; June Board Financial Report 2020; Board Agenda June 11, 2020

Finance Report

Sylvia reported that if we get the PPP loan forgiven, we will come in under budget. Yolanda, the contractor who is doing the financial reconciliation, reports that she will be able to complete her tasks. Leora is working with her and using the software. Sylvia requests to increase the budget to \$6100 from the original plan of \$4500. There is \$2000 in the budget for next year to cover her July fees.

SM moved approval to increase the budget for bookkeeping consultant be increased from \$4500 to \$6100. MR second. Unanimous.

There are some small increases in the budget that are small enough for Sylvia to change them without Board approval.

We will not be able to continue our banking with Capital One, because we can't change signers or add accounts without accessing a branch. Fletcher is investigating alternatives. Sylvia will transfer the money from Capital One to the Washington Federal account at the end of June. Hopefully we will be able to move the money somewhere else after July 1.

Sylvia reported that signers on the various accounts will need to change with the new fiscal year. The signers on the endowment account will be Fletcher Chamberlin, Linda Crouse, and David Floyd. Sylvia McFarland will be removed. The signers on all other bank and investment accounts will be Fletcher Chamberlin and Mark Steinberg. In addition to Fletcher and Mark, Daelene Schwartz will be a signer on the two checking accounts at Washington Federal. Sylvia McFarland and Susan Kinney will be removed from all accounts. Scott asked if there would be any benefit to having him as a signer in case of emergency. Sylvia reported that there would need to be a change in policy for this. Also the documents have been prepared, and new documents would have to be submitted to Washington Federal. Scott said that the Board should consider this when the documents are prepared next time.

SM moved to make the aforementioned changes to the account signers. MR seconded. Unanimous.

Reference Documents:

Finance Reports

Endowment Committee

Marty has drafted an endowment brochure that is being reviewed by the Endowment Committee. Leora will arrange for layout and printing.

Personnel Committee

Chad was absent and did not leave a report. Scott reported that the fellowship is hiring Amy Brock to be our new DRE. She will start July 1. As Amy starts, Dana will be leaving. Scott appreciated her leadership and improvement in our RE program over the past 2 years. Mark asked Scott about the staff's wellbeing. Parker and Stace Ryerson are being trained to be the producer for services. Additional people are being trained to allow people to take some time off. Scott has been having staff meetings last longer to check in with staff.

Stewardship Committee

Mark reported that the Stewardship Committee has been meeting to plan for the next campaign under the current circumstances. There had been some discussion about moving the auction online in the fall. Some "feelers" were put out in the ACE, but there were no takers. Shauna doesn't feel that she can manage on her own. The auction may be moved to the spring.

Facilities Committee

John reported that the unit in the sanctuary that is not working, because it is not communicating with the board. This issue is being investigated. The snow covers and pan heaters have been installed outside.

Minister's Report

Scott reports that this month has taken a shift toward justice. He has been spending some time organizing around this. The congregation has been very responsive as well. A small leadership team will start looking at what is next. There are some local groups with whom to start partnering. He is currently working with people who have been previously identified as being interested in this work and will put out a larger invite to the congregation later. The group may end up being more structured like the larger environmental group. Scott reported that Peggy's pay will go over budget by less than \$500 for this year. Dana will also need some pay in July for her overlap with Amy. Scott thanked the departing Board members for their work over the past 3 years. Mark thanked Scott for his de-escalation work at the Black Lives Matter rallies.

Social Justice Task Force

Susan acknowledged the good work of the task force to determine how social justice funding and how funds will be used within the Social Justice Team. We hope to see an increase in stewardship around the congregation's social justice work. Guidelines around fundraising were created. Larry reported that the process has taken a lot of work but has been a valuable process. Marty asked about next steps. Larry reported that the various social justice groups had a lot of input into the final product. If the final product needs to be reviewed, it would be a formality, as they have been included throughout the process. Susan does not want to wait too long before bringing the plan to the congregation. She would like to create a summary of the finished product to be presented to the congregation. Scott will explain the plan the week it is released. There was discussion of how to create a policy out of this work. Larry will send the new guidelines out to the Social Justice team. Susan and Larry will work on a communication to go out to the congregation regarding the task force report. The executive committee will look at which parts of the policy might be amenable to developing into policy.

MS moved to accept the guidelines and move forward with dissemination. MR seconded. Unanimous.

Phase 2 Reopening

Susan reports that she has been getting questions from people about what meetings and get-togethers can be approved for the space. There has also been some space usages requests from outside UUFCO. Scott discussed with the staff what their thoughts are regarding reopening the building. The staff supports reopening the building to small groups and rentals with very specific guidelines. Jonathan feels that it is easier to insist on specific cleaning guidelines for outside groups than for congregation groups. There was discussion of the pros and cons of allowing UUFCO groups to use the inside and outside of the building. Susan expressed a concern about groups being cognizant of people within their group who are not able or comfortable attending in person meetings. Scott reiterated the importance of inclusivity and accessibility within UUFCO groups. There are stricter guidelines for outside groups that Scott, Leora, and Parker have written. Parker seems to be comfortable working within these guidelines. After discussion, the Board is comfortable with church groups meeting outside on church grounds or in other locations with social distancing, masking, and hand sanitizer available. Groups should consider the accessibility and inclusivity of all members when determining where to meet. There will be different guidelines for rentals. The building will be otherwise closed to anyone but staff. Susan and Scott will draft a document regarding meetings and rentals to be reviewed by the Board before being sent to the congregation. These issues will be revisited in September when the weather starts to cool off.

General Assembly

Daelene is going to GA but does not want to be a delegate. Susan is going. Fletcher and Linda are going. The Board needs to appoint delegates (as many as 6) who will have voting power. Susan and Mark volunteered to be delegates. Scott is a delegate by virtue of being minister and is not one of the 6.

Susan requested that the Board appoint her and Mark as delegates. Unanimous.

Meeting Adjourned: 6:00pm

Next Meeting TBD by the new Board