

UUFCO Board Meeting  
September 15, 2022  
Location: Conference Room, UUFCO

Attending: Laura Voisinet, Daelene Schwartz, Fletcher Chamberlin, Grace Kennedy, Bob Hedeem, Ella Chatterjee, and Rev. Scott Rudolph

Called to Order: 4:15p.m.

Minutes written by: Ella Chatterjee, Recording Secretary

**Executive session.** The Board went into executive session to discuss a personnel matter.

At 5:30, the Board began its regular session.

**Consent Agenda.** Darlene moved to accept the agenda for the September Board meeting and to approve the August 18, 2022 minutes. Grace seconded the motion and it passed unanimously.

**Measure 114.** Safe Schools, Safe Communities is an Oregon PAC dedicated to passing Measure 114, proactive legislation concerning gun violence, on the ballot this fall. It has asked UUFCO to endorse the campaign to pass this measure.

Measure 114 requires:

- A background check be completed before purchasing a firearm;
- A permit to purchase a firearm. To complete a background check and permit one must take a firearm safety training class and hands-on training;
- Fingerprinting for all firearm permit applicants; and
- Limits the sale and possession of military-style, high-capacity magazines that can fire 20, 30 or even 50 bullets without needing to reload.

Daelene moved to endorse the campaign for passage of Measure 114, Fletcher seconded the motion and it passed unanimously.

**Finance.** Fletcher introduced 3 administrative resolutions concerning UUFCO banking:

**1. Resolution re: Mid-Oregon Credit Union**

Fletcher moved that the Board make the following resolution, Bob seconded the motion and it passed unanimously:

Resolved that the Board of Trustees of the Unitarian Universalist Fellowship of Central Oregon authorizes the Treasurer and Church Administrator to open banking, savings and money market accounts with Mid-Oregon Credit Union. The authorized signers on those accounts are the Treasurer (Fletcher Chamberlin), the President (Laura Voisinet), and the Vice President (John McKee) of the Board.

**2. Resolution re: WaFd Bank.**

Fletcher moved that the Board make the following resolution, Bob seconded the motion and it passed unanimously:

Resolved that the Board of Trustees of the Unitarian Universalist Fellowship of Central Oregon authorizes the following signers for its accounts at WaFd (formerly Washington Federal Bank): the Treasurer (Fletcher Chamberlin), the President (Laura Voisinet), and the Vice President (John McKee) of the Board. All other previous authorizations are rescinded.

### **3. Resolution re: Church credit cards**

Fletcher moved that the Board make the following resolution, Bob seconded the motion and it passed unanimously:

Resolved that the Board of Trustees of the Unitarian Universalist Fellowship of Central Oregon authorizes the Treasurer and Church Administrator to open a credit card account with Beneficial State Bank. The total credit limit shall not exceed \$25,000. At the discretion of the Treasurer and Church Administrator, individual cards may be allocated to church staff members under the master account, with specific limits for those cards.

**Authorization of line-item amounts spent in 2021-2022 that were more than \$500 over budget.** This is required by our financial policies. The Treasurer can approve individual line-item overages up to \$500.

- The consulting overage was mainly due to the transition to Quickbooks from Church Windows, and to periodic questions on specific accounting entries. It has been a very worthwhile set of extra eyes on our books.
  - The Music Supplies line was over due to the new music director. We wanted to encourage him in his role, and I think we can agree that this small amount is completely worthwhile.
  - The AV and IT line is over due to equipment purchased for our enhanced Zoom capabilities. Again, very worthwhile, and not anticipated when we did the budget in April 2021.
  - The bank fee overage is what it is. We should have budgeted a bit more.
- While these line items were over, total expenses last year were at 91.41% of budget, with most line items under budget, and we finished the year with a small net surplus of \$956.

Fletcher moved that the Board make the following resolution, Laura seconded the motion and it passed unanimously:

Resolved that the Board of Trustees of the Unitarian Universalist Fellowship of Central Oregon, in accordance with church financial policies, approves the following spending amounts for the fiscal year 2021-2022:

- 6110 Consulting - \$4,580.85 vs. budget of \$3,000
- 6215 Music Supplies and Workshops - \$1,847.60 vs. budget of \$1,000
- 6560 AV and IT Expenses - \$7,004.65 vs. budget of \$2,500
- 6810 Bank fees - \$3,770.47 vs. budget of \$3,200.

**Endowment.** The committee has changed leadership positions. Greg Byrne will be the Chair and Pat Lenahan will be the Treasurer going forward. Don Hartsough has been appointed to and has accepted a position on the committee. His membership will be put to the congregation for voting at the next annual meeting.

The committee thought it would be an appropriate use of the Endowment Fund to loan the Fellowship the funds needed for the solar project, should fund raising for that project fall short. Such a loan would, according to policy, require a vote by the members. The committee thought that if the loan were to be made, it would provide a good opportunity to help the congregation understand the role of the endowment fund.

**Minister's Report.** Rev Scott has sent a pastoral letter to the congregation dealing with the arrest of the music director. He has also spoken with colleagues who have faced similar problems in their churches with a view to finding the best way to insure the safety of our children and to help the congregation deal with emotions surrounding this very difficult situation.

Meeting adjourned: 6:30 pm.

Next meeting: October 20, 2022 4pm, conference room at UUFCO