

Minutes
Board of Trustees
November 14, 2018

Before the meeting, BW mentioned that we had a group available to provide community time for a project. She suggested that they paint some of the rooms. There are 14 men available for the work.

Members present: Barbara Witt, President; Felicia Wilburn, Vice-President; Naomi Shackelford, Treasurer; Mandy Goheen; John Patton, Secretary; Nordis Smith and Uschi Kling, Members at Large.

Ex-officio: Lynn Hopkins, Minister; Roger Burdette, Coordinator of Religious Education

Absent: None

Note: Unless otherwise stated, all motions were passed unanimously.

Opening words and Chalice lighting

MG read a piece from Eric Heller Wagner

Selection of time keeper and process observer

RB volunteered as time keeper and Naomi S volunteered as process observer.

Review of minutes of 9/20/18 and 10/18/18

Minutes were approved for both dates, with FW and UK to send small changes to the 9/20/18 minutes. (These have not been submitted a/o 12/20/18).

Announcements/ feedback

LH said that she has gotten final fellowship status from UUA Boston and is now a tenured minister. BW said that we will have to have an appropriate celebration for the event. BW said that for the Board, this means that we will no longer have to share the ministerial evaluation with the UUA.

BW said that MG will be entering preliminary fellowship. MG added that it would be in 16 days on her birthday.

Nordis S gave feedback that the event on Sunday was wonderful.

Reports

BW started the reports with the Treasurer as she thought it was the most pressing.

Treasurer

Naomi started with pledge numbers being down \$8100 from last year but one pledge made up \$8000 from the drop. We are \$3400 over what we budgeted.

We had a good month of October pledges, making two good months.

Operating expenses are \$13-14,000 per month, so we are dependent upon our fundraising events. We do not have room for bad months.

The arts and crafts fair did not do as well as last year. However, there was money in PayPal that had not been moved to accounts, so that made up for the deficient.

We have a little over \$2600 in savings.

Overall, for July through October income was \$7063, so we are \$2600 over.

We are not in a position for a bad month.

LH said we have a meeting this weekend for the other \$13,000

BW said the amount is really \$19,000 for fundraising this year. Ideas are needed.

Terry Sweeney is asking for an accounting for the monies that she has not been paid as ASL. LH said she has not billed for the past 6 months.

President

Basically, BW said that she had had a busy month. The WNOV amounts have now been used up. However, Legacy can still continue individually with members through wills and trusts. The Leadership event was a good meeting and BW thought it was a success. This event needs to continue next year after BW ends her term as President, so the Board needs to follow up. The webinar event occurred with BW and UK in attendance.

Financial concerns still occupy BW's thoughts.

Minister

LH said she did not publish a report and that the previous month's report still holds. She said that the revised service order still feels awkward, but seems positive. Getting people to read the announcements is a challenge. Moving the table for coffee hour seems to be helpful. Members need to wear their name tags. We need to continue being aware of what members say and do that might not be helpful to new members and visitors. LH said that she had a health problem the previous week and is adjusting to new medication. She is taking a vacation for 10 days next week from the 19th to the 29th.

RE Coordinator

RB added to his report that Barb, Pat and Andre have met to discuss security and to look for a safe room.

New business

Actuator quote

BW said that Comfort Systems came and looked at the actuator. They said it was broken. A new one will cost \$2320. That includes 8 man hours of work. It is money we

don't have. BW talked with Jamey about a used one. BW decided it was best to stick with the one we have until it dies. Pat adjusted the wire for heat and then got the boiler turned on. She said that she would inform the congregation about the status Sunday.

MG said that Tim Hall would be available if problems arise.

Membership webinar

This was discussed earlier in the meeting.

BW added that Janice Wood agreed to be in charge of hospitality for new members. Sam Davis agreed to be in charge of greeters. Georgia continues with her position of member care. Lory is doing Core lists. What is missing is a chair. BW charged FW to be in charge of coordinating the group. LH said they can be a task force. BW suggested "Team."

Old business

Maintenance contract, HVAC issues in general

The Board needs to be up to speed about the issues for the Congregational meeting.

Congregational meeting

This is separate from general fundraising. We need 32 people who could donate \$100, or whatever the members could afford.

MG suggested envelopes for anonymity.

The meeting was moved to the 18th.

BW said that the Board needed to be ready to speak about the need for the money. She then covered the Agenda of the meeting. It covers the services and benefits. She said that other issues would be mentioned afterwards, as they were not part of this contract.

This is a one time meeting.

Nordis and Felicia will take roll for membership to establish the quorum.

WNOV

BW said that this has been discussed in her report, but added that the first distribution will be in the summer of 2019, per Laura Randall. This could be enough money (\$10,000) to pay for the heat pump.

Arts & Crafts & Book sale

This was discussed during the Treasurer's report.

Leadership dinner

This was also previously discussed.

Safety & Security team

BW met with Roger, Andre, and Pat about the complexity of the previous Safety and Security policy/report and are going to form a 3 person team. The areas covered will be:

- 1) An evacuation leader
- 2) Lock down person (RogerB)
- 3) Shelter in Place. This could include tornados, etc.

Needs include:

- 1) An evacuation plan that is posted
- 2) An annual drill
- 3) People in charge of each area

MG suggested a party as a rehearsal/practice.

LH asked if this drill includes all three aspects. BW said it would and she would like it included in the calendar.

Fundraising

\$19,000 needs to be raised this year.

LaDonna is willing to be in charge of the on-line auction. There are many issues, especially to involve the entire city.

There is a possibility that there could be a 2-phase auction, one for members, one for the city.

It needs to be wrapped up by Feb 22nd.

Slack

This was month 3 for the decision. LH suggested we reconsider it for the New Year.

There were concerns about people's understanding. NordisS said she hadn't even been on it. MG said email was difficult for her, and she liked everything in one place. FW wondered if there were other products. JP wanted another tutorial.

There was a vote about usage, which turned into more discussion. BW said that extending the test program only made sense with giving assistance to those that were having problems.

The decision was to extend the test time to February.

Thanks you notes

Thanks you notes included:

To Vicki for her work on the Arts and Crafts. (Roger)

To Pat Thomson for delaying his trip to the beach to help on the HVAC (Mandy).

Liz and Christine for serving on the Nom Com and Leadership event. (FW) and (UK) respectively.

Janet Robbins for organizing the photo directory. (UK)

LH needs a volunteer to go over the membership for Janet. BW said she would do it.

Meeting was adjourned at 7:47 by BW.

Respectfully submitted by John Patton.