

Unitarian Universalist Congregation of Columbia

Board of Trustees

Minutes of January 20, 2021 Meeting (January 20, 2021 draft for submission to Rod Brown, President – board approved revisions will be made after February meeting with final minutes then to be submitted by Secretary to Lis Turner with copy to Rod Brown.) (February 3, 2021 addendum)

Attendance

Rod Brown (President)

Pat Mohr (President-Elect)

Beth Ann Rocheleau (Secretary)

Linda Brennison (*Ex Officio* as Past President)

Caroline Eastman (*Ex Officio* as Finance Chair)

Jessica Kross, John Logue, Tiffany Rushton, Deb Matherly, Jonathan White (Trustees)

Karen Brown (Guest)

Carolyn West (Guest)

Attendance for Building and Grounds HVAC Discussion

Attendees listed above, joined by:

Linda McLeod (Building and Grounds Committee, Recording Secretary)

Shannon Edwards (Building and Grounds Committee, Chair)

Bill Dolley (Sexton)

Call to Order

Rod Brown called the meeting to order at 6:30 p.m.

Rod Brown lit the chalice

Rod Bown led the Board Covenant.

Prior Meeting Minutes

The Board approved the December 2020 Minutes with the following revisions: Header on the line: “Chalice Lighter for Next Meeting” incorrectly referenced next meeting as December, and that will be corrected to show January.

Consent Agenda

The Board approved the agenda and the consent agenda.

Treasurer’s Report – presentation of December Financial Statements

Tabled until February meeting

OLD BUSINESS

PPP Loan Forgiveness

President reported that the application for loan forgiveness has been submitted. We anticipate forgiveness will be granted, though we anticipate a delay of many months before it is approved. We do not qualify for PPP 2.0 and have not applied.

Share the Plate (STP) Chair

Linda McLeod agreed to continue as Chair of the committee through the balance of 2021, and The Board expressed appreciation for this offer of continued service.

NEW BUSINESS

HVAC Proposal & Agreement

Linda McLeod, Shannon Edwards and Bill Dolley presented to the board a review of the HVAC issues, and recommendations.

Due to the unexpected major expense of replacing a heating and air conditioning system during a time of budgetary shortfall, the UUCB Board of Trustees directed the UUCB Endowment Committee to request a withdrawal of funds that may be available for such purpose from the UUCB Endowment Fund. (President agreed to use this language in an email request to the Endowment Committee Chair, to ask for guidance on when the funds will be available, and to communicate that information to Sexton and to Building and Grounds Committee.)

[Addendum: On January 27 President noted via email to the Board that the Finance Committee determined it is not necessary to tap the Endowment Fund as noted above. John Logue made a motion to rescind the motion described above. The Board agreed via email vote to rescind the above motion.]

The Board agreed to accept the HVAC proposal, and authorized President to sign the proposed contract. Sexton notes that the smaller of the two jobs comprising the HVAC work will be tackled first. Building and Grounds reminded The Board that budget planning includes consideration of the need for funds for anticipated future expenditures.

In-Person Services

The Board discussed the need to consider plans to be made for re-opening the building for services and renters some number of months in the future, and discussed these plans on review of preliminary safety considerations offered by Dr. Emilio Perez-Jorge. The Board agreed that this agenda item will become a standing Board Meeting Agenda item going forward as long as may be necessary.

It is anticipated that guidance will be forthcoming from The Centers for Disease Control (CDC) and other bodies.

The Board asked that Committees discuss and consider over the coming weeks and months the constraints, opportunities, possibilities and concerns around re-opening. Deb Matherly and Jonathan White offered to coordinate with one another to communicate this request to committees, letting them know that we anticipate formation of a Cross Functioning Building Re-Opening Team comprised of representatives from each committee once guidance from CDC and other bodies is available.

Chalice Lighter for February

Jessica Kross volunteered to be chalice lighter for the February 17, 2021 meeting.

Adjournment

The meeting was adjourned at 8:31 p.m.

Submitted by: Beth Ann Rocheleau, Secretary