

Unitarian Universalist Congregation of Columbia

Board of Trustees

Minutes of April 21, 2021 Meeting (May 19, 2021 FINAL)

Attendance

Rod Brown (President*)

Pat Mohr (President-Elect*)

Beth Ann Rocheleau (Secretary*)

Linda Brennon (*Ex Officio* as Past President)

Caroline Eastman (*Ex Officio* as Finance Chair)

Jeanette Walton (Treasurer*)

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

Joe Long, Karen Brown (Guests, briefly or intermittently)

*Executive Committee

Call to Order

Rod Brown called the meeting to order at 6:33 p.m.

Jessica Kross lit the chalice.

Rod Brown led the Board Covenant.

Prior Meeting Minutes

The Board approved the March 2021 minutes with one minor revision.

Consent Agenda

Administrator, DRE, Committee Reports

The Board approved the agenda and the consent agenda.

Treasurer's Report – presentation of March Financial Statements

Jeanette updated the Board.

OLD BUSINESS

Board Updates, Rod Brown

Our insurance company will provide to us a *Pull for Police* tool.

All Souls Waccamaw Unitarian Universalist Congregation will be publishing a cookbook. UUCC congregants will be invited to contribute recipes and will be offered the opportunity to purchase the cookbook.

Cross Functioning Building Re-opening Team

On Friday, April 23 the re-opening survey will be emailed to the entire congregation with an invitation to participate and provide feedback.

A separate survey will be emailed to the congregation with an invitation to volunteer vaccination status so the percentage of our community who has been vaccinated might be used as a benchmark and/or to inform decisions.

Jonathan White will re-format the survey so it can be printed. The printed survey will be mailed together with an update letter to congregants who prefer to receive paper instead of electronic communications. A question asking recipients to volunteer their vaccination status will be included. The letter will include an invitation to complete and return the survey. It is anticipated that this mailing will be sent between April 23 and April 27.

Finance Committee Update

Caroline Eastman reported that the Finance Committee is near to completing the draft budget. The final draft budget will be distributed to Board members before the end of April. Board members are advised to study the draft budget in advance of the May 19th Board Meeting, and to be prepared to discuss.

NEW BUSINESS

SAC Committee Chair Appointment(s)

Kevin McKinney and Connie Quirk are appointed as co-chairs of the Social Action Committee.

New Personnel Manual

The Board has the New Personnel Manual and is reminded that we will discuss and vote at the May 19 meeting on whether to accept it.

Changes to Memorial Gardens Pricing

The Board approved price changes calculated based on increased costs.

Modification of Facilities Closing (Reopening) Statement

The Board discussed, revised and approved an update to the policy addressing outdoor gatherings. The update will be published on the web site, and links to the update will be included in e-blasts about the matter. Adding on May 17 -- The policy decisions made at the time of the April 21 meeting, and in email discussions and votes between that date and April 25 are attached as an addendum to these minutes.

Executive Session

The Board entered Executive Session to discuss the hiring of a new bookkeeper to replace Ginny Verne who is retiring. Adding on May 17 -- The Board agreed that the new bookkeeper must be fully vaccinated against COVID 19 before her start date. It was noted that the candidate has either been fully vaccinated already, or has already indicated they will be fully vaccinated before May 15.

Upcoming Meeting Dates

NEXT BOARD OF TRUSTEES MEETING is Wednesday, May 19, 2021 at 6:30

ANNUAL MEETING E-BLAST announcing the annual meeting date and time, and showing the list of items to be voted on at the meeting is scheduled for May 21.

NOTICE OF ANNUAL MEETING WITH MEMBER LIST will be created by the Administrator, and will be sent to members (only) on May 22

FINANCE COMMITTEE CONGREGATIONAL BUDGET REVIEW MEETING

Friday, June 4 (evening, time to be announced)

ANNUAL CONGREGATIONAL MEETING

Sunday, June 6 following services

Chalice Lighter for May 19 meeting: Deb Matherly

Adjournment: The meeting was adjourned at 8:47 p.m.

ADDENDUM (added May 17)

Facility Closing and Virtual Connection Statement, Updated April 25, 2021

We anticipate that Sunday Services will continue to be held on-line, for the time being. The Cross-Functional Reopening Team is gathering information and exploring options for moving us toward having in-person Sunday Services. In the meantime, our virtual connection via Zoom has been extended beyond our Sunday Services to include everything from our discussion group, *The Forum*, to social gatherings and committee meetings. We have a several on-line groups to help keep us in beloved community until we can all meet again in person.

1. **Building closed.** The building will remain closed for in-person meetings and gatherings, for now.
2. **UUCC Outdoor Events.** UUCC events (including committee meetings) may be held outdoors on UUCC grounds or offsite. For the safety of everyone, we request that all persons age 16 years and older be fully vaccinated (2 weeks past the final shot)*. Properly-fitting masks must be worn at all times by persons age two and older. Six-foot social distancing between unrelated individuals and pods/quaranteams** should be maintained. Participants might want to bring their own chairs or blankets to sit on.
At this time, the CDC advises that even when you've been fully vaccinated, "*do not attend medium or large gatherings*". Planners should consider requiring pre-registration to limit attendance at in-person meetings. All UUCC events held on UUCC grounds must be scheduled with the Administrator (uucc@uucolumbia.org) and placed on the UUCC calendar.
3. **Informal meet-ups on UUCC grounds.** All members and friends who come onto UUCC grounds are expected to adhere to the health and safety precautions described above (wearing masks, social distancing, vaccination) when others are nearby.
4. **UUCC bathrooms.** Until all staff are fully vaccinated, the use of UUCC bathrooms is permitted only when no staff are inside the building. Signs will be posted on the doors indicating when staff are present. Until further notice, no more than three people may be present in a bathroom at the same time.
5. **Considerations for children and youth.** All adults who work with children must be fully vaccinated. Properly-fitting masks must be worn at all times by persons age two and older. When children are not under the direct supervision and care of their parents, signed permission slips are required. Contact the Director of Religious Education for additional information (dre@uucolumbia.org).
6. **Additional safety considerations.** Any person who is ill or who has tested positive for Covid should not attend any in-person gathering until a physician has cleared them as no longer in danger of infecting others. Anyone who attends a UUCC event and is later diagnosed as having Covid should notify the UUCC Administrator (uucc@uucolumbia.org).
7. **Our Caring Committee** will continue to meet every month to consider those in our Congregation who may need special care and consideration from the Committee or Rev. Robinson.

* Except for those rare individuals who are unable to be vaccinated for medical reasons or as directed by their physician.

** Quaranteams = people who share living space/a family unit/pods