

Unitarian Universalist Congregation of Columbia

Board of Trustees

Minutes of May 19, 2021 Meeting (June 12, 2021 FINAL – approved by email vote -- submitted by Secretary to Lis Turner for website posting, with copy to Rod Brown.)

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, Tiffany Rushton, 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.

Chalice Lighting: John Logue lit the chalice.

Covenant: Rod Brown led the Board Covenant.

Additional Items for Agenda: none

Motion to Approve Agenda: approved

Motion to Approve Prior Meeting Minutes

The Board approved the April 2021 minutes subject to a correction to identity of chalice lighter and covenant reading.

Motion to Accept Consent Agenda

Tabled until June 2021 meeting

Treasurer's Report

Tabled until June 2021 meeting

OLD BUSINESS

Cross Functioning Building Re-Opening Team Update

Jonathan White reported that amid much ongoing discussion about the possibility of holding outdoor services before July 3, we are aiming for July 4 for our first in-person services inside the sanctuary. Jonathan also reported that Worship Committee, in consultation with other committees including CRE, and in consultation with Dr. Emilio Perez-Jorge, will make recommendations about re-opening to the Board at the June 16 Board of Trustees meeting. It was noted by Linda Brennison that concerns have been registered about the possibility of electronic interference (feedback) if Zoom services are broadcast inside the building.

NEW BUSINESS

Application for Line of Credit

The Board approved submission of an application for a line of credit for \$150,000 through our bank, as recommended by the Finance Committee. Joe Long and Rod Brown, the latter acting as President of UUCB BOT, will coordinate completion and submission of the application. The Board noted that any use of the line of credit must be approved by the Board, and normal accounting and recording policies required will be followed.

Proposed 2021-2022 Budget

The Finance Committee presented the recommended 2021/2022 Budget to the Board, noting on opening that as of 5/19/2021 we have received \$202,592 in pledges on the 98 pledging units committed so far. The Board unanimously approved the proposed budget and recommended it be put forth to voting members at the annual meeting to be held on June 6, 2021, with the following changes (which were approved after email discussion and vote in the days following the May 19 meeting):

Anna Hamilton's position was reclassified in 2020 from Music Coordinator to Music Director. The reclassification came with added responsibilities, but did not convey additional compensation at that time. Based on UUA Salary Recommendations (Midsize I, Geo Index 2) the hourly rate of pay for this position should be set at \$25.00. The Board approves an increase in wages to \$25.00/hour, and approves 15 hours paid weekly. The annual base wage for the position is \$19,500, to which the employer portion of FICA is added for a total of \$20,992. The President will notify the Personnel Committee Chair that the Board asks that the Personnel Committee Chair communicate to the Music Director this unanimous recommendation of the Board, noting that the final decision is subject to approval of the budget by voting members at the annual meeting to be held June 6th.

New Personnel Manual

The Board discussed the draft personnel manual as presented by Pat Mohr and Linda Brennison, who were thanked for their hard work. The Board recommended these changes: Severance Pay for an employee let go for cause will be made distinct from severance pay for an employee let go for other reasons; and, the section about jury duty term will be modified. The changes will be made, and the Board will vote on whether to accept the new manual (with revision) at the June meeting.

Bookkeeper Letter of Agreement

The Board approved the letter of agreement. (Adding, May 24: Via telephone and email discussion and vote, the Board approved the Letter of Agreement Draft 3.0 dated 5/21.)

Proposed for Creating Policy for Use of New TV

The Board asks the Publicity Committee to head development of cross functional team to develop policy for use of the television gifted to the Congregation, and after consultation with other committees (including, but not limited to, Worship Committee, Technology Committee, CRYE, and Building and Grounds) to present the proposed policy to the Board at a future meeting. [Adding, May 24: Board Liaison to the Publicity Committee will notify (and has notified) Publicity Committee Chair of this request.]

Proposed Bylaws Change, Rod Brown

The Board approved changing the term "Religious Education" to "Religious Exploration" for both (newly named) Adult Religious Exploration and Children and Youth Religious Exploration.

Appointment of Delegates to General Assembly of UUA, June 23-27, 2021

The Board assigned delegate credentials to Carolyn West, Karen Brown, Keitha Whittaker, Linda Brennison. The Board also approved Bob Whitaker to release registration funds as may be necessary or prudent. It was noted that the Board will include an item on the June 2021 agenda about addressing how best to communicate with the congregation the debates around the possible Eighth Principal.

Meet the Candidate

It was noted that via email prior to the May 19 meeting, the Board approved "Meet the Candidate" event(s) for Board of Trustees position(s).

Upcoming Meeting Dates

NEXT BOARD OF TRUSTEES MEETING is June 16, 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

ANNUAL MEETING REHEARSAL I

June 2 at 11:15

FINANCE COMMITTEE CONGREGATIONAL BUDGET REVIEW MEETING

Friday, June 4 at 7:00

ANNUAL MEETING REHEARSAL II

June 5 at 3:00

ANNUAL CONGREGATIONAL MEETING

Sunday, June 6 following services

Chalice Lighter for June 16, 2021 meeting: Deb Matherly

Adjournment: The meeting was adjourned at 8:48 p.m.

Submitted by: Beth Ann Rocheleau, Secretary