

Unitarian Universalist Congregation of Columbia

Final Minutes Board of Trustees Meeting, August 17, 2022

Attendance

Deb Matherly (President*)

Marc Drews (President-Elect*)

Karen Brown (Secretary*)

Ginny Verne (Treasurer*)

Board Members: Jean Capalbo, Caroline Eastman, Nancie Shillington-Perez, Regina Moody, Emilio Perez-Jorge

Ex-officio: Linda Brennison (Finance Committee Chair), Pat Mohr (Past President), Rev. Stephen Robinson (Minister)

*Executive Committee

Call to Order

Deb Matherly called the meeting to order at 6:35 pm

Chalice Lighting

Marc Drews lit the chalice.

Covenant

Deb Matherly led the Board Covenant

Check-in

Agenda

Emilio Perez-Jorge moved to approve the agenda as amended (seconded, carried).

Previous Minutes

Marc Drews moved to approve the July 2022 minutes as amended (seconded, carried). It was suggested that the Secretary provide a deadline for corrections when the first draft minutes are first sent out for Board review (additional corrections can always be proffered at the next Board meeting). Karen Brown (Secretary) requested Board members cc all Board members on any proposed corrections so all members can weigh in while the meeting is still fresh in their minds.

Consent Agenda

The Board will postpone adopting the consent agenda since some Board members had not yet received the committee reports.

OLD BUSINESS

CYRE

Nancie Shillington Perez (CYRE Liaison) and Karen Brown gave a brief update about the timing and role of OWL training in the CYRE program. Board members are referred to the CYRE Committee report which the Administrator will soon email to the Board.

Sunday lock-up assignments

Aug 14 Pat Mohr

Aug 21 Ginny Verne

Aug 28 Linda Brennison

Sept 4 Ginny Verne (or alternate)

Sept 11 Nancie Shillington-Perez

Sept 18 Pat Mohr

Sept 25 Emilio Perez-Jorge

Oct 2 Regina Moody

Oct 9 Deb Matherly

Oct 16 Jean Capalbo

Treasurer's Report

Ginny Verne (Treasurer) explained end-of-year financial statement complications resulting from the UU Common Fund endowment report not being sent out until months after the end of year (still not received). In addition, our bookkeeper (Michele Currie) is changing how long-term asset costs are reported. Depreciation will be reported on a separate schedule. We are cautioned that some anomalies may occur in expense reporting when compared to budget in the current fiscal year. Future budgets will reflect this more exact accounting for these costs.

Church Mutual (the UUCS insurance provider) may require some changes in documentation as well as back-payments to cover Workers' Compensation and FICA for payments related to the landscape maintenance contract. A Church Mutual audit is underway, and the results will determine what needs to be done.

Regina Moody moved that financial statements be produced without updated numbers related to the Endowment, and those Endowment fund numbers will be one month in arrears every month except the final year-end report in June which will be reported when it comes in (seconded, discussed, carried).

Exploring Denominational Change Ad Hoc Committee

A congregational discussion was held on August 7th. Twenty-seven (27) people participated, and many signed up to participate on a committee to further additional discussion. Marc Drews moved to dissolve the Board's Ad Hoc Committee that was created to Explore Denominational Change (seconded, discussion, carried). The expectation is that the Denominational Connections Committee will address the work of the ad hoc committee as part of its work.

Proposed Bylaw Change Ad Hoc Committee

The proposal to form a Bylaw Change Ad Hoc Committee to consider decreasing the required number of Board members will be tabled until Spring.

Confidentiality Statement

The Board discussed whether confidentiality statements really need to be signed, by whom, and whether training is needed. Deb Matherly will prepare a proposed amendment to the Policy Manual to remove the statement in the confidentiality agreement form (*UUCS Position on Confidentiality*) that training will be provided. The UUA has a confidentiality module that could be used for training (see *Good Boundaries: Balancing Transparency and Confidentiality*, <https://www.uua.org/leaderlab/programs/board-training/good-boundaries>).

Board Retreat

Joe Long is coming to the retreat between 12 and 1pm to take photos. Board members were reminded to fill out a survey that had been sent out to Board members, to help prepare for the retreat.

NEW BUSINESS

Endowment Committee Appointment

Deb motioned to re-appoint Angie Dodd Rabon to fill the current fiscal year's term on the Endowment Committee and be placed on the ballot at the next annual meeting (seconded, carried).

Worship Committee Liaison Appointment

Emilio moved to appoint Marc Drews as liaison to the Worship Committee (seconded, carried).

Finance Chair Report

Linda Brennon (Finance Chair) reported that the Finance Committee is proposing that the Board amend the UUCS Policy on Fundraisers to provide a path to expedite emergency fundraisers. There was concern that the approval process would still be too cumbersome for time-sensitive crises and emergencies. The possibility of adding the Board or the Board

Executive Committee as potential fundraiser sponsors was raised. Caroline Eastman moved to table discussion for now (seconded, carried).

Personnel Committee New Hire Appendix

In the interest of time, this will be deferred to the next Board meeting.

Chalice Lighter for September

Emilio Perez-Jorge

Adjournment

The meeting was adjourned at approximately 8:43 pm.

BETWEEN BOARD MEETING ACTIONS

Chair Resignation and Appointment

At the Aug 20th Board Retreat, Deb Matherly announced that Linda Brennison had tendered her resignation as Chair of the Finance Committee and Co-Chair of the Denominational Connections Committee. Deb sent an email to the Board on September 3rd, announcing that the Leadership Development Committee recommended Robin Scherer be appointed as interim chair of the Finance Committee through June 2023. By email, Karen Brown moved to appoint Robin Scherer to serve as interim chair of the Finance Committee (seconded, vote carried by email on September 3, 2022).

September Meeting Date Changed

The September Board meeting date was moved up to Sept 14, 2022 (6:30 pm, UCC Social Hall).

REMINDERS

Board Retreat, Sat Aug 20th, 10am-4pm, Merrill Gardens Sky Lounge – BYOL, come early to go through Covid protocol.

Next Board meeting: Wed September 21, 2022 at 6:30 pm

Chalice lighter: Emilio Perez-Jorge

Secretary submitted 1st draft of minutes to President on August 17, 2022, and 2nd draft on September 6, 2022.

Secretary sent Joan Watterson (Sunday Offering Coordinator) a copy of the church lock-up assignments on August 17, 2022.

Secretary submitted President-approved draft to Board, Administrator and Bookkeeper on August 19, 2022.

Secretary submitted Board-approved final copy to Board, Webmaster (Lis Turner), Administrator and Bookkeeper on September 27, 2022.