

Unitarian Universalist Congregation of Columbia

MINUTES Board of Trustees Meeting, Dec 20, 2023 (approved Jan 17, 2024)

Attendance

Marc Drews (President*)

John Logue (President-Elect*)

Karen Brown (Secretary*)

Jeanette Walton (Treasurer*) (Z)

Board Members, in-person: Regina Moody, Nancie Shillington-Pérez (Z), Susan Legacy, George Johnson, Ginny Verne (Finance Chair**), Rev. Stephen Robinson (Minister**)

Not Present: Deb Matherly (Past President*)

Visitors: Connie Quirk (Kitchen Committee Chair)

*Executive Committee; **Ex Officio; (Z)=via Zoom

Call to order

Marc (President) called the meeting to order at 2:30pm. The meeting was held online over Zoom.

Chalice lighting

Nancie lit the chalice and shared a reading ChatGPT composed for her.

Covenant and check-in

We will treat each other as we would wish to be treated by listening to the opinions of all members with equal respect and responding in a kind and thoughtful manner.

APPROVALS

Accept the agenda

Ginny moved to accept the December 2023 agenda and the consent agenda (Recent Committee Reports, November Revenues & Expenses Reports, Restricted Funds and Balance Sheets) (seconded, carried).

Approve the minutes

George moved to approve the November 2023 minutes as amended (seconded, carried).

UPDATES

From the President

Marc expressed his gratitude for all work that has gone into bringing programs to UUCC and keeping things going. He welcomed Connie Quirk (Chair, Kitchen Committee), highlighting the committed efforts of Committee members.

Connie shared her thoughts about the importance and value of the kitchen committee for facilitating social hour, committee meetings after church, special social events, and a sense of hearth and home. She noted that the volunteers are too few, overworked, so she is seeking board support to find more volunteers.

The kitchen detail involves being at the church from 10am to 1pm on Sundays, as well as helping host various special events. Several ideas were bandied about. Two ideas that gained traction, included: (1) Having social hour “co-sponsored” by a church committee, with an announcement from the pulpit – “Today’s social hour sponsored by the X committee, along with the kitchen committee.” (2) The board member who does lockup can help while they are waiting to lock up the building.

A second concern is that committees need to know that they are responsible for organizing refreshments (and clean-up) for the events they host. A third concern is that the committee no longer has a member who can wash the tablecloths. Connie wondered if the church rental form could include the option of (1) providing one’s own tablecloths, or (2) using church tablecloths and paying a cleaning fee. Ginny suggested that charging a cleaning fee would be good, but in addition, money could be budgeted to cover professional cleaning. The board suggested that Connie talk with Cyndi (Administrator) to modify the rental agreement as discussed. In the meantime, Connie will research prices for professional cleaning.

Treasurer's report

Jeanette (Treasurer) reported that UUCC has a generous flow of cash in the bank. It has been very cumbersome to transfer donated stocks into the UUCC cash account. To streamline the process, she recommends that the Administrator be authorized to initiate the transfer. Note that the Administrator cannot access the bank account directly, but she could be the person of record who is authorized to start the process of transferring funds. This may require a small change to the Administrator's job description. Marc said that a motion was not required to approve this change.

Minister's report

Rev. Robinson expressed appreciation for the board's investment in families and children. This past Sunday's wonderful Christmas pageant, and the installation of new playground equipment, were the outcome of that investment. Christmas Eve falls on Sunday and we will hold only the 11:00 am service. This past month has been intense in terms of illness, death and planning for memorial services. Staff would like to express their thanks for the Christmas bonuses. The Directory is up and running, and almost ready to officially launch. Earlier, Jeanette noted that the UUCC webpage is showing up with a red screen and warning of the site being "unsafe," which may discourage visitors. Stephen said he thought the church could move away from being hosted by Dreamhosters, to avoid that warning, and so the actual domain name would appear on the homepage (www.uucolumbia.org). Rev. Stephen said he would put together a group to look into reconfiguring the website.

The sidewalk along the road is in need of repair. Karen said that she understood that sidewalk maintenance is the responsibility of the City (or State, depending on location), but that adjacent property owners are responsible for shoveling snow. She pulled up a Richland County GIS map which showed that the sidewalk lies outside the church property boundary lines. Therefore, it is a matter of calling the city. The Personnel Committee is finalizing the staff review forms and plans to send them to staff by December 31st for self-review, with the goal of having them back by January 15th.

Liaison's Highlights and Additions to Committee Reports

- Leadership Development Committee (LDC) – Nancie (Liaison) described the plans for the upcoming Leadership 101 Seminars, "How We Do What We Do," Jan. 21 & 28, 2024, 12:30–1:45pm. She requested that the board allot \$125 for snacks, with the possibility that it might cost a little more. Two or three people have signed up. Marc suggested that each board member have the goal of inviting at least one person to attend the training.
- Children and Youth Religious Exploration (CYRE) – Nancie noted that Canstruction is coming up: Please begin bringing your canned goods. Jonathan White (CYRE Chair) has drafted a job description for a new DRE but would like someone to see what else is needed and to move it forward. Rev. Robinson suggested that the board appoint a committee to fine-tune the draft LOA for Personnel Committee review. Nancie, Ginny and Regina volunteered to do this.
- Security Grant Update – Regina asked that each board member look at two websites: bollardsolutions.com, alittleconcrete.com. Per grant guidelines, all work on the bollards must be complete by June 30, 2024. There are a lot of complications in moving this forward. A board online vote will likely be needed to expedite the decision-making process.
- Article II Forums – Marc is hoping that the DCC is working with ARE for hosting educational sessions. Ideas: people can write to the LDC or DCC. The board recommended that the DCC come up with a timeline and plan for a series of forums, with help from Rev. Stephen. One suggestion was that we assign a series of shared readings/videos to respond to.
- Denominational Connections (DCC) – Marc said that the Board needed a plan for selecting delegates for GA. The board decided to ask the DCC to share its plan for helping members better understand the proposed changes to Article II, and how it would like to identify this year's UUCC delegates.

OLD BUSINESS

None

NEW BUSINESS

John moved to allot \$200 to LDC for Leadership Training snacks. (seconded, carried)

Board Meeting Times FY 2024-25

To help the LDC recruit new leaders, Marc said he would like the board to think about when board meetings would be held. He thought this plan might work: July-Oct in-person 6:30pm; Nov-Feb Zoom 6:30pm; Mar-June in-person 6:30pm; however,

after some discussion, it was decided to let the new Board determine its monthly meeting time at its first meeting in July 2024.

Extinguish chalice and adjourn

Nancie extinguished the chalice, the meeting was adjourned at 4:49pm.

The information below is not part of the formal minutes.

Karen Brown (Secretary) emailed "draft1 to president" of minutes to the President on Dec 20, 2023.

Secretary submitted "draft1 to board" to Board, Minister, Administrator, Bookkeeper, Kitchen Committee, LDC, DCC and CYRE on Jan 4, 2024.

Secretary submitted "draft2 to board" of draft minutes to Board, Minister on Jan 17, 2024.

Secretary submitted board-approved final copy to board, Webmaster, Administrator, Bookkeeper, LDC, DCC, PCC and CYRE on Jan 18, 2024.