

## OUUC BOARD MEETING MINUTES

Thursday, December 3, 7:00 – 9:00 PM on Zoom

*We are a liberal religious community that opens minds, fills hearts, and transforms lives.*

**Board Officers Present:** James Trujillo, President; Christine Parke, Vice-President; Jason Martinelli, Treasurer (late); Barry Zickuhr, Secretary

**Members at Large Present:** Brian Coyne, Diana Finch, Rich Kalman,

**Ex-officio Member:** The Rev. Mary Gear

**Members absent:** Sally Alhedeff, Wendy Endress

**Congregational members present:** none

**Opening words:** Chris

**Check in** everyone

**Review Agenda** James reviewed the agenda.

**Consent Agenda – approved**

**Congregational Member Concerns/Comments** Discussed letters from Jim L. & Emily R., and Cheryl Hanks & Seldon

### **Board Budget Approval**

Rev Mary reported on pledging results. 4% increase from last year, 40% increased their pledges, only 16 decreased. Made 97.7% of goal(!)

Change in bookkeeping practices moved some numbers around. We were not following standard bookkeeping practices, but now we are. Noted in Executive/Board.

Reviewed specifics. Discussed use of PPP funds to replenish the lost revenue.

Discussed HVAC and moving into the church and that this exceptional expense would come from the B&G Reserve fund. We may hire an engineer to do an analysis of what we need in the church before going for an RFP.

Talked about reserve funds and how to fill or replenish those as necessary.

Noted we need to discuss the reserve funds with the congregation during the presentation & meeting.

Discussed Music & Worship Arts.

Noted the need to keep the UUA dues down from what they requested. Still not making it back to Honor Congregation status.

Noted that the 1% increase is not for all staff, the media specialist and RE assistant are new positions with recent salary negotiations.

Noted that staff are paid lower quartiles and from an HR standpoint should be in the higher quartiles based on experience and time in positions.

Rev May noted that the staff has agreed to share the staff quartile document if there are congregational questions. Noted that caretaker is not receiving benefits, and thus has a slightly higher salary.

Noted the status of the PPP forgiveness

Moved to accept the budget and use of PPP funds per Budget Proposal (attached), with the understanding that if the PPP funds are not forgiven, we will reduce the programs accordingly. **Approved unanimous**

### **Congregational Meeting planning and agenda**

Noted the need for absentee ballots. Barry will send packet to Darlene including Agenda, Budget Proposal & Bylaw revisions for the congregational meeting.

Revised agenda

Barry will manage the Zoom meeting with some Tech Team assistance.

Discussed listening session.

Barry will develop presentation for Congregational Meeting, and packet. Rev. Mary will rewrite the budget proposal for the packet, Barry will include the Bylaw revisions & agenda.

James will develop presentation for listening session including budget. Rev. Mary will present the budget, Barry will have one slide on the Bylaws

### **Safe and Healthy Church Restart feedback**

Some specific feedback & questions. Discussed document, kudos to the people who wrote it. It is very comprehensive. Rev. Mary noted that we will take our queues from the state and our faith when coming back together.

### **Church Calendar Year evaluation volunteers**

Discussed possible people to ask. James asked and Rev. Mary confirmed that staff should be involved, likely Darlene.

Brian offered to serve on the committee/team. James will ask Wendy if she will be available.

### **Review new business and assignments for next meeting**

Tasks and assignments:

- **James will ask Wendy about the Calendar Team**
- **Congregational Meeting packet documents for Darlene:**
  - **Barry will develop Agenda & Bylaws**
  - **Rev. Mary will create the budget proposal**
- **Barry will develop Congregational meeting presentation, and have a slide on the bylaws**
- **James will develop presentation for listening session**

Brian reviewed the meeting and gave us an A

### **For next meeting (Thursday, January 14**

Barry will do opening and the closing words

Diana will grade the meeting

Rich will do the board video

**Closing** Rich

Respectfully submitted this 3rd day of December, 2020 by Board Secretary, Barry Zickuhr

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