

UUCGT Board of Trustees Agenda

DATE: February 10, 2021 7 pm

Visioning: Brainstorming based on questions; What was the moment you knew UUCGT was the place for you, and these were your people? Imagine it is the winter of 2025, things are flourishing at church. A local reporter comes to interview you about the fabulous things that are happening at UUCGT. What story do you share? With Cathy's sermon in mind, all ideas are great for 5 minutes, so let's go for it.

Convene - Candle lighting and bell – Mary Ann

Opening words – David

Board Covenant – Read together

- Approval of Agenda – additions or deletions

- Consent Agenda
 - Minutes from last meeting
 - Average Weekly Attendance Report for September
 - Financials (Karl)
 - MST report

- Treasurer's report – Karl

BRAINSTORMING – all of us

- Old Business
 - To Do List – Judy
 - Re-open Task Force Update – Judy
 - Outreach Survey results so far – Judy
 - Website/Webmaster update – Mary Anne
 - Pledge Drive update - Karl

- Minister's Report – Rev. Cathy

- New Business
 - Pat Light's final year term on board

Public Comment

Closing Words -Rev. Cathy

Adjournment

Next Meeting – DATE: March 10, 2021 at 7:00 pm

UUCGT Board of Trustees MINUTES

DATE: January 13, 2021

Convene - Candle lighting and bell- Pam

Check In - Two minutes per person

Opening words – Judy (next month: David)

Board Covenant – Read it together

- Approval of Agenda – additions or deletions
 - Move Tom’s new business on discussion of governance to February
 - Motion to approve with changes - **Passed**
- Consent Agenda Motion to approve - **Passed**
 - Minutes from December meeting
 - Average Weekly Attendance Report for September
 - Financials : (Barb will ask questions of Karl)
- Treasurer’s Report – Karl
 - UUA Annual certification process, due Feb 3, was discussed
 - We have or will have the first 4 items
 - 3 optional requests: do we want to work on them, including a major congregational survey. With the Ministerial search, we don’t want another survey
 - Karl is doing financials
 - Cathy and Guy will help with optional items.
 - Karl will send it to the entire Board.
 - Stewardship committee had end of year contributions with \$5K match. Raised over \$13K, which has helped our bottom line.
 - Benzie group is thinking of having their own separate account from UUCGT. Ask to use our Tax ID EIN, Guy will check with an accountant and if not, an attorney.
 - Source is not wanting to wait for Guy to write checks. Improve access.
 - Want to use our 501c3, not required. Can get an EIN for \$25.
 - PPP: wait to request forgiveness as it is being simplified. Will not apply this coming round, so others who need it more can request it. May be down 25% in Q1 which qualifies us.
 - Staff Resources requests to increase Guy’s salary from \$17 to \$21/hour since he is now Office Admin + Accounting and had a positive performance evaluation. This amount is very close to what Susan and Glenda made--ie. flat budget. Guy had requested \$22/hr; the staff resources plans to consider an additional salary increase at Guy’s one-year anniversary this summer. The median level of the position in the UUA recommended salary range is approximately \$22.50.
 - Motion to increase our Office Administrator’s salary from \$17 to \$21/hour **PASSED**
 - Cathy will let Guy know of his approved raise.
- Old Business

- To Do List – Judy
 - Webmaster Report by Mary Ann. She has spoken to 3 different web people, who will each send a proposal.
 - Approved edits were sent in to Guy to update.
- Outreach update – Judy
 - Emily recommended using a Google Form--asked Guy.
- Healthy Congregations Team Update – Barb
 - Cathy suggested we adjust to add the option to consult with a professional mediator if needed in STEP 3. Good to have someone lined up to call if needed.
 - Motion to replace the current policy with updated policy after the addition of option to engage a mediator **Passed**
 - Barb will send the final copy to Judy to add to the Policy Manual.
- Ministerial Discretionary Fund – Cathy
 - UUA recommends Minister controls the account and that AFTER the check is sent the accountant to track it was used as intended
 - Cathy wants to ask accountant if above process would impact her taxes (ie. ensure checks don't count toward her income)
 - It will be a separate account from the general operating fund with its own checks. Finance will set up the account and give Rev Cathy the checks.
 - \$4,000 transferred from Congregational Care Emergency Fund
 - Judy will remove bullet 2nd and 3rd bullet and add to manual
 - Motion to make the adjustments and create a new Minister's discretionary account **passed**.
- Committee Re-org – Judy, Pam, Mary Anne
 - Contacted all 3 CUUPS members and none responded, so we will remove them for now. It can be easily reinstated later.
 - With the new minister, the Growth Through Service approach could be put into practice, within UUCGT and members of the community
 - Motion to include the new committee structure minus CUUPS in the manual **passed**.
- Discuss assignment of Re-Opening Task Force
 - Karl Love's email
 - Approve events on Friday evening and Saturday with additional COVID precautions to contract:
 - At own risk regarding COVID transmission--no liability by UUCGT.
 - Must adhere to current maximum gathering group size, masking, and social distancing requirements and recommendations of the County Health Dept.
 - Agree to pay to have the church professionally sanitized and cleaned after the ceremony is over and before 9am on Sunday.
 - COVID-19 Adjustment to contract to the above will be made by Tom.
 - Mary Anne will respond to Karl Love's email accordingly.

- Judy will put a notice in the Beacon and Flash asking for volunteers--especially medical people--that will volunteer to be the Re-opening Task Force. She will also contact a few medical professionals directly.
 - Pledge drive update – Mary Anne
 - On track. Board please pledge before whole congregation asked like last year, so please start considering your 2021-2022 pledge
 - Also need 3-minute testimonial from the Board: David and Mary Anne
- Ministerial Search Team Report
- Minister's Report – Rev. Cathy
- New Business
 - CUUPS discussion -delete from P & P committees – Pam; done per above

Public Comment

Judy attended the UU Benzie January Board meeting. They have new leadership--very strong--with programs planned for the rest of the year. She will ask if they'd like to have representation on the Re-opening Task Force since they will use the same guidelines.

Closing Words -Rev. Cathy

Adjournment

Next Meeting – DATE: February 10, 2021