

**UUTC Board Meeting via Zoom
May 26, 2020 @ 5:00 pm**

Present: Joyce Henneberry, Gypsy Richardson, Gail Meyers, Brigid Fox, Cantey Carpenter, Susan Zelle, Betty Kendrick, RK Young, Rev. Sally Beth Shore,

Opening Words and Check-In: Opening Words were by Cantey Carpenter: John Denver Healing Time.

A motion was made to accept the amended 4/28/20 minutes by Gail Meyers and 2nded by Betty Kendrick. The Motion passed.

A motion was made to accept the 5/5/20 Special Minutes and 5/20/20 Special Minutes by Cantey Carpenter and 2nded by Gail Meyers. The motion passed.

A motion was made to accept the Special Email Meeting on PPP Disposition by Gypsy Richardson and 2nded by Susan Zelle. The motion passed.

A motion was made to accept the 2 email votes by Betty Kendrick and was 2nded by Gail Meyers. The motion passed.

Minister's Report: Rev Sally Beth Shore has been in constant contact with UUA as well as other ministers and congregations to discern best practices for us as NC moves into Phase I and Phase II. **Worship Services:** April 26 – Earth Day Sunday, May 3-Poetry Sunday, May 10-Mothers of Unitarian Universalism May 17 and May 24- Candidating Services handled by Rev Bob Renjilian. **Pastoral Care:** Our LHHH team is now meeting regularly online with all members able to participate. LHHH is reaching out to people and our people are doing very well during this COVID crisis. The LHHH is writing a paragraph in the weekly newsletter even if there is no news. **Membership:** Momentum has slowed down this month. Eloise's work as membership coordinator is becoming more important. She is getting well versed in Realm. **Communications:** Working to clarify and create procedures guidelines for all communications within UUTC. RK has setup an Instagram account and working with Amy Lander and Mae Peterson to have this be another way to connect with people, especially the younger people. Work to update and make website more user-friendly. **Ministerial Settlement:** I feel it is important to remain somewhat detached but, but have encouraged meetings and getting to know candidate in my writing. **CRE:** I have continued to meet with Kevin about how we can support our families and continue CRE momentum. **Adult RE/Spiritual Development:** COVID response team has offered some offerings- book club and other zoom meetings. Thinking about how to reinvigorate Adult RE team has become a difficult sell in these times. **COVID Response Team:** Our volunteers continue to be connected with our people. CRT had a piece in the 15 May Newsletter soliciting (via survey) again.

Also discussed after Rev Sally Beth Shore's report, that July 5th (Sunday) our speaker will be Julie Berger. We are also looking at the possibility that Rev Sally Beth Shore's last sermon will be on 12 July. On 28 July will be the General Assembly Sermon. Also we had a discussion concerning employee evaluations.

Operations Report: Eloise is rapidly outstripping me in Realm expertise.

Facebook Report: From April 24th to May 21st, Post "Reach" has continued to increase by 9%. **Website:** Unique Visitors are up an additional 19%. Facebook is the second largest generator of visits. 59% of traffic is still generated by desktop computer users. **Of concern** is zooming from hosts other than UUTC's account. People have been frustrated because they have not been able to get on at all or have been in the waiting room and finally give up. I am unable to help them because the host is not UUTC and the only way to help is to contact the host. If it is a UUTC event, we need to move it to a UUTC account. Where possible I will have the real host be a co-host, so my role as host is just insurance-and access to the links so that I can help stragglers. **Safety:** I have asked Facilities to assist in a plan for this next year in which to spread some spending for necessary changes, such as auto-sensing hand sanitizer dispensers. COVID likely changes some of their planned priorities for the next year. Along with possible Facilities tweaks, also will work on updating contracts for Hector and Teresa. If UUTC is to remain closed to large groups through the end of the next fiscal year, smaller, cleanings may be more appropriate. Also the Fellowship Green is being used by non-UUTC groups as a safe place to meet. This will require more of Hector's attention.

CRE: Our Children's Religious Education program will be continuing in a modified form as we transition into the summer. The CRE team is **TENTATIVELY** looking forward to hosting the Chalice Camp for kids 5 to 10 years old on August 3 to 7.

Sunday Morning Book Readings: A Chalice Children's book reading will continue to be available by 9:30 every Sunday morning. **Students in Transition:** An article will appear in the newsletter next week about our 3 high school graduates, their contributions, and their plans for life after high school. **Our Whole Lives:** Our Whole Lives sexuality education has wrapped up its curriculum for this year. Once social distancing started the group met with Kevin and Heather Layton on weekly Zoom meetings.

A motion was made by Gail Meyers to accept the Minister's Report, Operations Report and CRE Report. Cantey Carpenter 2nded the motion. The motion passed.

Treasurer's Report: Projections as of 5/26/2020

Current cash in Bank: \$96,674.59

Surplus as of April 30: \$27,360.80

Current Year Pledges Outstanding: \$17,680.08

Estimated Cash at End of Year: \$89,984.73

Estimates Surplus at End of Year: \$39,105.45 (if all Pledges come in)

Gail Meyers indicated that it is time to renew the Line of Credit. Motion was made to renew Line of Credit by Gail Meyers and 2nded by Susan Zelle. Motion passed.

Report from Sue G: April Information

Administrative Report: Request for Board Review and/or Approval of Version 6 of the Draft revised Bylaws including a new Sec.VIII.E: Bylaws addressing Remote Voting in the event the Board is unable to convene a congregational meeting because of extraordinary circumstances. The Administrative Committee is still seeking additional members.

Finance Committee Report: UUTC's application for the Paycheck Protection Program was approved, and UUTC has received \$28,000. This will be used to pay gross salary for the employees. This will include salary, retirement, health insurance and housing for the minister. 75% of the loan must be used on payroll and 25% can be used for utilities and mortgage interest. 100% of loan must be used for the funds to be forgiven. From May 11 through the month of June those expenses will be paid through this loan. A separate savings account has been set up for PPP. **Donations and COVID-19:** The Finance Committee had a discussion concerning the need for raising money for charity and anonymous funds. These funds usually are basket driven. Dave Roberts suggested having a donate button on Facebook sermons. Some members/friends stated difficulty with donating on Realm. Gail Meyers is checking with RK to find out if there is any way to add a donate button to the Sunday Sermons.

Cantey Carpenter made a motion to accept the Treasurer's Report, Sue Gervais's Report, Administrative Committee's Report, and the Financial Report and Brigid Fox 2nded the motion. The motion passed.

Personnel Committee Report: The Personnel Committee has requested that the draft Personnel Manual be reviewed by the Board.

Gypsy Richardson made a motion to accept the amended Personnel Manual and Cantey Carpenter 2nded the motion. The motion passed.

Property Committee Report: No Report

Council Report: No Report

NEW/OLD BUSINESS

There was a discussion on the disposition of the Management Company handling the rental properties for UUTC. It was suggested that the Management Company continue to be compensated even if no rental fees were coming in. Brigid Fox made a motion to draft a resolution to the management company that they will be paid

even if no rent is coming in and Betty Kendrick 2nded the motion. The motion passed.

Susan Zelle reported on the Stewardship Team's first meeting in regard to fund raising. The following are ideas that came out of the meeting: To possibly do a Survey Monkey, Fund Raising cost vs. amount, use a sponsor restaurant, Auctions, Social Actions; sell masks promoting fellowship.

Gypsy Richardson made a motion to accept the use of mail-in ballots for voting on the Settled Minister, Board of Trustee's 2020-2021 slate, the Nominations Committee 2020-2021 slate, and the 2020-2021 Budget. Betty Kendrick 2nded the motion. The motion passed.

The board was given an update on the new sign out front of the church. The stone mason will first come in to do the stone work and then when that is finished the other company will come in to complete the sign.

Gail Meyers made a motion to adjourn and Susan Zelle 2nded the motion. THE Motion passed.

The meeting adjourned 7:27 pm

Respectfully submitted
Gypsy Richardson
Secretary