

UUTC Board Meeting Minutes
July 23, 2020 @ 5:30pm via Zoom

Present: Betty Kendrick, Rev. Bob Renjilian, Bart Renner, Kay Webb, Elizabeth Williams, RK Young, Susan Zelle

Welcome, Check-In, and Opening Words: The meeting opened with a check-in with those attending and a reading by Susan. Susan asked that any volunteers for future Opening Words contact her.

Approval of the Minutes: An amended draft of the 06/23/20 Board Minutes was distributed to Board members prior to the July meeting. A motion was made by Betty and seconded by Bart to approve the June minutes as distributed; the June minutes were approved.

Approval of Email Votes: The following email votes were accepted for the record.
06/25/20 email vote – A motion to make \$3500.00 available for 8 chairs and new technology equipment was made by Gypsy Richardson and seconded by Betty Kendrick; the motion passed.

06/29/20 email vote – A motion to allow RK Young to spend up to \$3000.00 for the following items: Pro Presenter software (\$400), two Canon EOS Rebel SL3 DSLR cameras (\$649), one Extreme Pro 64GB SD memory card (\$19.99), one Canon 70-300mm zoom lens for pulpit camera (\$499), one Video Tripod with Fluid Head for piano/choir camera (\$99.95), and two 15' high-speed mini HDMI cables for cameras to HDMI switch (\$22.95) was made by Cantey Carpenter and seconded by Brigid Fox. The motion passed.

Housing Allowance Designation: Rev. Bob explained the need for a resolution regarding a housing allowance designation. A motion was made by Susan and seconded by Betty to approve the following resolution; the motion was approved.

Whereas, ministers who own their home do not pay federal income taxes on the amount of their compensation that their employing church designates in advance as a housing allowance, to the extent that the allowance represents compensation for ministerial service, is used to pay housing expenses, and does not exceed the fair rental value of the home (furnished, plus utilities); and

Whereas Pastor Robert F. Renjilian is compensated by the Unitarian Universalists of Transylvania County exclusively for services as a minister of the gospel; and

Whereas, the Unitarian Universalists of Transylvania County does not provide Pastor Robert F. Renjilian with a parsonage; therefore, it is hereby

Resolved, that the total compensation paid to Pastor Robert F. Renjilian annually beginning 2020 shall be \$75,000, of which \$28,000 is hereby designated as a housing allowance; and it is further

Resolved, that the designation of \$28,000 as a housing allowance shall apply to the year 2020 and all future years unless otherwise provided by this board.

Standing Updates: The following updates were accepted for the record:

Treasurer's Report – provided financial status as of June 30, 2020

Finance Committee Report – recommended that budget surplus(es) be deposited in toto

to the Reserve Bank Account in order to zero the 2019-20 Fiscal Year; this has been done. Further, the committee recommended that the Board approve moving \$8,500 of Reserve funds back to the operating fund to replace cuts in the CRE line and Safety line items, in the amounts of \$5000 additional to CRE and \$3500 to Safety. This recommendation will need Board action at the August Board meeting.

ACS Reports – July '19-June '20 Balance Sheet and Rev & Exp reports were received from Sue Gervais. Kay pointed out that the 52 Varsity Street Building listed as an Asset in the July19/Jun20 Balance Sheet was not standing on the premises during the 2019-2020 fiscal year; it had been razed and removed in July of 2018. The Board Treasurer and Bookkeeper will be appraised.

Operations Report – RK's July report discussed Outreach traffic data for the Website, Facebook, and Vimeo; strategic planning for CRE regarding possible future use of the Chalice House; use of UUTC outdoor spaces and need for identifying signage; and possible needs to improve office communication.

Administration Committee Report - The July report summarized the committee's work list and requested Board guidance on dates for (1) sending the proposed Bylaws' revision to the congregation, (2) a Zoom Forum to present the revised Bylaws, and (3) sending remote ballots to congregants to vote on approval of proposed Bylaws' revision. Susan will contact Michael Solomon to discuss a timeline; an article regarding revision of Bylaws is needed for the newsletter as soon as possible once a timeline is determined.

Old Business:

Stewardship Team - Susan reported that Operation Cupcake was very successful, with 50 donors and over \$1000 raised. Blue Ridge Bakery and Bread of Life were appreciative of the publicity and the Bakery is willing to partner with UUTC for future similar events. The Stewardship Team is considering two future fund-raising events.

CRE: Future planning for Children's Religious Education will resume after Rev. Bob has arrived in August.

New Business:

Board Operating Guidelines – a proposed revision to the operating guidelines was sent to Board members prior to the meeting for consideration. After discussion, a vote on adoption of the guidelines was postponed in order to allow time for additional revisions.

Board Retreat – Elizabeth suggested consideration of a Board Retreat to discuss goals and objectives for the organizational year. The consensus was to plan a retreat in the fall after Rev. Bob has arrived and had a chance to settle.

SUULE – This year's Leadership Training will be virtual. UUTC participants include Vanessa Cowie, Bart Renner, Michael Solomon, and Susan Zelle.

Adjournment: Betty made a motion to adjourn; Kay seconded the motion. The motion was approved and the meeting adjourned.

Next Regularly Scheduled Board Meeting: August 27th at 5:30pm

Respectfully submitted,
Kay Webb,
Secretary