

UUTC Board Meeting Minutes
November 29, 2021@ 5:30pm

Present: Glenn Cockerham, Betty Kendrick, Gail Meyers, Quim Moya, Rev. Bob Renjilian, Bart Renner, Kay Webb, Alice Wellborn, and RK Young.

Welcome, Check-In, and Opening Words: The meeting opened with a check-in with those attending and a reading by Alice Wellborn.

Approval of the Minutes: The October 28, 2021, meeting minutes were approved via email vote on 11/02/21 and sent to the Administrator for publishing.

Approval of Email Votes: *Kay moved to accept the following email votes for inclusion in the November minutes; Gail seconded. The motion carried.*

11/02/21 – Motion to approve the October 28, 2021, Board Meeting Minutes as presented was made by Alice Wellborn, seconded by Betty Kendrick; motion was approved 11/02/21.

11/18/21 - Motion to approve the Private Letter Ruling timeline, as amended, was made by Kay Webb, seconded by Betty Kendrick; motion was approved on 11/18/21.

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

Minister's Report – The report highlighted Rev. Bob's activities since the October Board meeting. Reflecting on the "next normal," Rev. Bob noted that there was good attendance on "Choir Sunday," but he also shared that there is still a sense of caution and a reluctance to return to group gatherings among some congregants. ~ At this stage, choir members must be vaccinated, must wear masks while singing, and are taking rapid COVID tests before Sunday services. ~ The ARE offerings may need to be re-evaluated as participation is dwindling. ~ Community outreach included greeting volunteers for the "Power Up" event held at St. Phillips, greeting UUTC drivers who partnered with Meals on Wheels to deliver mums to meal recipients on November 8, and working a shift at the UUTC Halloween Fest booth. ~ In the area of pastoral care, Rev. Bob connected with congregants through phone calls, in-person meetings at UUTC, porch visits, and conversation during Fellowship on the Green. ~ He met with the Worship Team and its leaders in planning upcoming worship services and met with Board leaders and with staff. ~ He attended the Southern Region UU Ministers retreat at The Mountain and attended a Zoom meeting of the UUA Religious Education Credentialing Committee. ~ During this time of not "business as usual," he expressed gratitude for all Staff members, for Board members, and for the people who show up for services, attend meetings, reach out to people in need, and hang out at UUTC social events.

Treasurer's Report – The monthly report was shared with Board members, providing the financial status as of October 31, 2021. This report will be available to Members and Friends in a newsletter. ~ Gail reported that she received an official determination letter from the IRS designating UUTC as a 501(c)(3) non-profit organization. ~ She reported that the Private Letter Ruling was filed with the IRS; she received a quick response from the agent assigned to the case and hopes the process will move quickly. ~ With First Citizens Bank (previously Entegra Bank) now servicing our mortgage, Gail had to change the mortgage payments from weekly to bi-monthly, as the bank is unable to process weekly mortgage payments. ~ In the Drive Down the Debt campaign, Gail reported that over \$27,000 has been collected and paid toward mortgage principle, resulting in approximately \$22,500 of interest savings and the payoff date shortened by 1 year 7 months. Another \$5000 in

donations will be paid toward principle next week. ~ Gail reported that she will begin doing monthly projection estimate analyses each month for the remainder of the fiscal year.

Operations Report –RK’s October report was shared with Board members prior to the meeting. ~ She reported on the recently formed Grow Getters initiative to remove invasive plant species from the campus and replace with native species that support pollinators and other native wildlife. UUTC has joined the North Carolina Native Plant Society and will begin work on a grant application from the Society, due in September. This initiative will fit naturally into the multi-year schedule for renewing the Varsity Street property. It may well provide UUTC the opportunity to achieve Green Sanctuary status and to become a demonstration site for others. ~ She reported that two newly formed groups, the Quiet Meditation group and the Women’s Group, initially show signs of good participation. ~ She reported that, based on the attendance at the services that included the choir, having a choir participate is a definite draw for congregants. She did suggest that the Board may need to discuss the cost and necessity of continuing rapid COVID testing of choir members moving forward. After some discussion on cost of testing as well as the perceived comfort level of attendees, Rev. Bob suggested that the Reopening Task Force be included in the decision-making process. Board consensus was to continue the rapid tests through December and revisit the question in January, with input from the Reopening Task Force. ~ RK reported that, after the cost of the bike and some expenses toward the Halloween Fest booth, the Bike Raffle netted \$1215 in revenue; she feels that both the Halloween Fest booth and the raffle itself are well worth repeating. ~ She reported that the Drive Down the Debt campaign to reduce the mortgage principle has raised more than \$31,000.00, thus far; she suggested a mention from the pulpit on Sunday to encourage a final push before ending the campaign. ~ Finally, she noted that UUTC received positive press in the Transylvania Times from the E-Bike Raffle and from coordination with Meals on Wheels to deliver mums to meal recipients. She hopes this will encourage our membership to serve in whatever capacity they can.

Administration Committee Report – A copy of the Administration Committee Report for November was sent to Board members prior to the meeting. Kay reported that, once the committee has received feedback from the Personnel Committee and from the Administrator on a draft hybrid work policy, a policy recommendation will be submitted to the Board for consideration, likely in January.

Finance Committee Report– No report this month. Gail reported that the committee would be meeting on 11/30/21.

Personnel Committee – No report this month.

Property Committee – No report this month.

Advisory Council – No report this month.

Old Business: None

New Business:

Memo to Nominations Committee – As suggested in the Board Operating Guidelines, Bart will send a Memo to the Nominations Committee outlining the current elective positions designated in the Bylaws and the eligibility requirements for those positions.

County Parking Lot Contract Update – Kay reported that the application for permission to use the County parking lots across Varsity Street from UUTC for overflow parking was completed and presented at the County Office on November 22, 2021.

Housing Allowance Resolution - A copy of the Minister’s Housing Allowance Resolution was sent to Board members prior to the meeting. ***Kay made a motion to approve the resolution to reaffirm the Minister’s housing allowance for 2022 (as stated below); Alice seconded the motion. After a brief discussion, 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 from the total compensation paid to Pastor Robert F. Renjilian annually \$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 2022 and all future years unless otherwise provided by this board.”

Additional Business:

Snow Removal Contract - RK reported that the individual that UUTC contracted for snow removal during the winter months last year is no longer available. She is looking for contacts who may know someone who does this kind of work.

Board Calendar Review: Agenda items for January/February may include '22-'23 Budget Requests, Review of Policy Manual, Review of Committee Chair Rotations, Financial Examination Report for Board, and Certification of UUA Membership

Adjournment: The meeting adjourned at 7:00PM.

Next Scheduled Board Meeting: January 27, 2022, at 5:30pm

Note: there is no meeting scheduled for December

Respectfully submitted,
Kay Webb,
Secretary