

UUTC Board Meeting Minutes  
March 24, 2022@ 5:30pm

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

**Welcome, Check-In:** The meeting opened with a reading by Quim Moya and check-in with those attending.

**Approval of the Minutes:** The February 24, 2022, meeting minutes were approved via email vote on 02/28/22 and sent to the Administrator for publishing.

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

**02/28/22** – Motion to approve the February 24, 2022, Board Meeting Minutes as presented was made by Betty Kendrick and seconded by Alice Wellborn; motion was approved on 02/28/22.

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

**Minister's Report** – The report highlighted Rev. Bob's activities since the February Board meeting. ~ Reflecting on "next normal" for UUTC, Rev. Bob reported that he has heard many different viewpoints on how we are ready or not ready for changes to the mandatory masking policy; he stated that Easter Sunday is the target date for mask-optional. He reported that the mid-March Pi-Day Pie Auction was mask-optional, with most attendees unmasked, and there have been no reports of COVID from the group since the event. He stated that there are sufficient COVID tests on hand for choir members to continue testing prior to singing until mid-May, if necessary. ~ He met with two new members of the ARE Team at Team Meeting Night on March 16<sup>th</sup> and is happy to have more eyes on this area of ministry; he reported that the "Poetry and Meditation" class is halfway through its curriculum. ~ In pastoral care, he reported engaging with members via phone calls and in person; he met with LHHH, with College Walk members, and visited a nursing home. He reported that the Grief Group is meeting under the leadership of Ann Rabb and Sharon Gublo. ~ In meetings with Worship leaders, he reported that much of the discussion involves CANdemic progress...when and how we can move toward pre-pandemic protocols. He has coordinated with music leaders, worship associates, and the AV crew in preparations for Sunday services. He met with Kevin to discuss Easter Sunday planning, which will be an intergenerational Sunday; it will include an egg hunt and canned goods donation hunt for children and youth after the first service, as well as a UU Communion Service between the 9:00 and 11:00 services. ~ Other leadership meetings included Staff, Social Action, and the Pledge Drive Team, as well as ARE and Facilities Teams at Team Meeting Night. ~ In the wider UU movement, he attended a Zoom meeting of a subgroup of the UUA Religious Education Credentialing Committee that is discussing anti-racism initiatives, met online with regional UU colleagues, and met with a UU colleague who is leading their congregation in reopening during COVID.

**Treasurer's Report** – The monthly report was shared with Board members prior to the meeting, providing the financial status as of February 28, 2022. This report will be available to Members and Friends from a link in the April Wayfinding newsletter. ~ Based upon financial information available from the first eight months of the fiscal year, Gail generated a March Projection Estimate, which, at this time, projects a small surplus at the end of the fiscal year. Since finances fluctuate from month to month, she will continue to prepare a monthly projection estimate for the remainder of the 2021-2022 fiscal year. ~ She reported that the Endowment Brokerage Fund

has dropped 6% in the last few months due to losses in the stock market. ~ Gail reported that she received a call from the IRS regarding the Private Letter Ruling Request and was informed that UUTC received a favorable ruling. ~ Regarding the 2022-2023 Pledge Campaign, she reported that 73% of the \$300,000 goal has been pledged thus far. ~ She reported on issues with the 4<sup>th</sup> quarter payroll tax returns and annual filings that will need to be amended. ~ Finally, she described continuing issues with our mortgage loan held by our bank of record. Since the loan was taken over from Entegra Bank, we have not received the correct reduction in principal that we should have based on our payments. She is continuing to work with our bank of record to correct the problems, but she suggested that we may want to investigate renegotiating the loan.

**Operations Report** –RK’s March report was shared with Board members prior to the meeting. ~ She reported that Rev. Bob met with new members of the ARE Team and with the Facilities Team during the reboot of “Team Meeting Night” on March 16; Rev. Bob shared that the Team Meeting Night format allows him to meet with team leaders each month at a set time and provides time for teams to collaborate when needed. RK emphasized the need to find additional members for the Membership Team to be able to follow up with visitors that are identified by UUTC greeters on Sunday mornings. ~ She shared details of a very successful Pi Day Pie Auction held on March 14<sup>th</sup> at UUTC as well as a successful Grow Getters’ Faithify campaign. The monies raised will go to the Grow Getters’ Appalachian Preservation Project to fund the execution of “Healing the Hellstrip” campaign in May, in conjunction with a native plant sale on campus. ~ In the area of programming, she reported that CRE will move to the Chalice House in April and the Quiet Meditation Group will begin meeting there on Tuesdays at 4PM. ~ She advised Board members that UUTC’s request for a zoning change to a unified campus, scheduled to be heard by the Brevard City Council in March, was moved to April 18<sup>th</sup>. ~ Finally, she detailed the need to secure UUTC’s digital assets as we continue to grow.

**Administration Committee Report** – No report submitted this month as the committee did not meet in March.

**Finance Committee Report**– A copy of the minutes from the March 21, 2022, meeting of the Finance Committee and a 2022-2023 preliminary budget was shared with Board members prior to the meeting. After Gail gave members of the Finance Committee a synopsis of the problems with our mortgage loan since Entegra’s merger with our bank of record, committee members agreed to research options with other mortgage companies. Committee members voted to submit the 2022-2023 budget, as balanced, to the Board for consideration. They discussed ideas for additional cost savings and revenues and ideas to attract and involve young families at UUTC. Finally, members agreed to move the regular Finance Committee meeting from morning to 5:30pm to allow younger working people to be able to join the Committee.

**Personnel Committee** – No report submitted this month.

**Property Committee** – No report submitted this month.

**Advisory Council** – No report submitted this month.

#### **Old Business:**

**Amend Previously Adopted Motion** - On February 24, 2022, the Board adopted a motion to authorize the Treasurer to set up a savings account for the Appalachian Preservation Project of Transylvania County. Before taking any action on this adopted motion, Gail determined that the account needed to be a checking rather than a savings account. Therefore, the Board revisited the previously adopted motion. ***Gail made a motion to amend the motion previously adopted on February 24, 2022, to now read “authorize the Treasurer to set up a checking account at 1<sup>st</sup> Citizens Bank for the Appalachian Preservation Project of Transylvania County (APPTC.org);”***

**Alice seconded the motion. The motion was approved.** Further, the Board approved Treasurer Gail Meyers and Treasurer-Elect Michael Griffith to be signatories for the checking account.

**Reopening Update** - Regarding mask protocols, Rev. Bob shared that small group meetings at UUTC may be mask optional going forward and the target date for mask optional Sunday services is Easter Sunday.

**New Business:**

**Cafeteria Health Insurance Plan** - Gail brought the need for a cafeteria plan (Section 125 Health Insurance Plan) to the attention of the Board. **Kay made a motion that the Board agrees to have a Section 125 Health Insurance Plan for UUTC and authorizes the Treasurer to complete all actions required to put this Section 125 plan in place; Bart seconded the motion. The motion was approved.**

**Board Operating Guidelines Review** - A copy of the 2021 Board Operating Guidelines, with proposed revisions in red text, was sent to Board members prior to the Board meeting. After reviewing the proposed revisions, a few amendments were made to the Board Calendar section of the document. **Kay made a motion to approve the proposed revisions, as amended, and to adopt the 2022 Edition of the Board Operating Guidelines; Quim seconded the motion. The motion was approved.** Kay will make the approved revisions to the document and send an updated copy to the Administrator for posting to the website and to Board members via Realm.

**Annual Meeting Date** - The Board agreed to have an in-person Congregational meeting this year. After some discussion, the Board set the Annual Meeting date for Sunday, May 15, at 10AM, between the 9AM and the 11AM services. Budget Forums were set for May 5<sup>th</sup> at 6:30PM and May 7<sup>th</sup> at 10:30AM.

**Announce Requests for GA Delegates to Congregation** - Kay suggested that an article be prepared for the April Wayfinding to advertise the upcoming hybrid General Assembly and to call for any members interested in becoming UUTC delegates to contact the Minister or the Board President. Alice suggested that previous delegates might be willing to submit newsletter articles about GA.

**SUULE Nominations** - We have sent no members to UU leadership training in the past few years. Rev. Bob offered to investigate upcoming UU leadership training and report what he finds to the Board.

**2022-2023 Preliminary Budget** - Upon reviewing the preliminary budget from the Finance Committee for consideration, Glenn asked about the committee's thinking on the reductions in several line items from last year's budget. Gail responded that cuts were necessary to balance the budget, requiring cuts in areas that are not contractually set; unfortunately, that means cuts to programming budget lines. The Board agreed to put the 2022-2023 Budget proposal on the April agenda for a final vote; before the April vote, Board members may discuss budget issues via email or with a called meeting, if necessary.

**Board Calendar Review:** Agenda items for April may include 2022-2023 Budget Approval, Annual Meeting document preparation, Annual Review of Safe Congregation Plan

**Adjournment:** The meeting adjourned at 7:50PM.

**Next Scheduled Board Meeting:** April 28, 2022, at 5:30pm

Respectfully submitted,  
Kay Webb,  
Secretary