

UUTC Board Meeting Minutes
June 22, 2023@ 5:30pm

Present: John Austin, Jill Beach, Glenn Cockerham, Ian Cowie, Jim Hardy, Vicki Held, Gail Meyers, Quim Moya, Carlene Ragan, Phillip Thomason, Kay Webb, Alice Wellborn, and RK Young.

Welcome, Check-In: The meeting opened with a check-in among those attending and a reading by Alice Wellborn. She welcomed new members and recognized those leaving the Board.

Approval of the Minutes: The May 25, 2023, meeting minutes were approved via email vote on 05/30/23 and sent to the Administrator for publishing.

Approval of Email Vote: *Kay Webb moved to accept the following email vote for inclusion in the June minutes; the motion was seconded by Glenn Cockerham and approved.*

05/29/23 – Motion to accept the 05/25/23 Board Meeting Minutes was made by Alice Wellborn and seconded by Ian Cowie; motion was approved on 05/30/23.

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

Minister's Report – The Minister's report was shared with Board members prior to the meeting and highlighted Rev. Bob's activities related to identified focus areas and target goals since the May Board meeting.

Areas of Focus:

Pulpit & Worship – Provide a meaningful worship experience for a wide variety of congregants. Since the May report, Rev. Bob led two Sunday services; themes included social justice, delight, and Father's Day. One service included the Bridging Ceremony for a graduating teen.

Community Building – Facilitate and expand the connections which already exist between the UUTC congregants and the larger community.

Rev. Bob attended the Tuesday "Fellowship in the Hall" brown bag lunches; he led one of the Thursday Men's Group in-person sessions; other usual connections did not occur due to illness.

Social Justice – Challenge the congregation to address social justice issues directly.

Individuals who arrived early to Rev. Bob's Installation service in June were encouraged to fill out postcards to political representatives in support of public education budgets in NC; hosting the Asheville Gay Men's Chorus for a concert and inviting LGBTQ folks and allies to attend was a social justice offering by UUTC in a county that has no Pride recognition; Rev. Bob and several UUTC members and friends, from elementary school age to elders, volunteered at the UUTC tent at the Hendersonville Pride event on June 10; Rev. Bob met with the Social Action Team twice to help move forward in engaging the congregation more widely.

Target Goals:

Pulpit & Worship – Draw from other religious traditions in worship services at least twice a month.

He included Christian, Middle Eastern, Eastern religions, and Jewish references in the services he led.

Community Building – The minister will reach out to a variety of congregants to learn about the connections they have already built in the larger community.

Rev. Bob reported that he is continuing this process. A next step being discussed with the Social Action Team is a broad survey with the congregation.

Social Justice – Explore the difference between social justice and social action in sermons and activities.

Rev. Bob preached on this topic on April 16. His Independence Day sermon on July 2 will touch on the ways religious structures in America undergirded the revolution and the ways our ideas of protection of people (justice) shifted.

Special Services:

Rev. Bob participated in the Bridging Ceremony for a UUTC teen; he officiated at graveside and Memorial services for member, Dr. James Henry Sanders, Jr. and the Memorial Service of member, David Reade Roberts.

Treasurer's Report – In Treasurer Mike Griffith's absence, consultant Gail Meyers provided financial reports to Board members prior to the meeting. In her comments, Gail reported that, as of June 19, 2023, we have a small surplus due to the Auction revenues and the Board's decision to retain the 2021-22 surplus and to move \$10,000 from the Reserve Fund to the Operating Fund. She reported that 97% of the 2022-23 pledges have been met.

Operations Report – RK's June report was shared with Board members prior to the meeting. ~ She reported on the near completion of the bog project, funded by a B.W. Wells Grant from the NC Native Plant Society (NCNPS), and the work of the Grow Getters to implement Earthscapes' landscape design for the area beside the front parking lot and Varsity Street. ~ She applauded Kevin Lausch and Trisha Wesley for another successful Chalice Camp and reported on Chelsea Caldwell's continued progress. ~ Regarding pledges, she reported that nearly \$64,000 of 2023-24 pledges have been received. ~ She reported that the June concerts, promoted on FB, UUTC's news, flyers, and through WSQL radio, grossed very little revenue after paying the entertainers and our AV staff. ~ RK discussed the need to establish a Legacy Endowment Fund, a suggestion that arose from the Campus group that met on Vision Sunday. This endowment fund would benefit UUTC, not an outside group; it would serve as an additional revenue stream to bolster pledges, which can no longer support the entire budget. ~ RK reported that Wonderful Wednesdays are booked through November, with December being an "off" month. ~ Finally, she reported on the Pathways feature in Realm, which provides a way of ensuring that no steps are skipped in "onboarding" new members; it will be of great value to the Membership Team. The next Membership class is scheduled for August 12th.

Administration Committee Report – No report

Finance Committee Report – No report – needs new members

Personnel Committee – No report - needs new members

Property Committee – No report

Advisory Council – No report

Old Business:

Minister's Compensation Update – Gail reported that the issues that occurred with Rev. Bob's retirement reporting have been resolved. All scheduled retirement payments were made to UUA appropriately; the issue arose in the inaccurate reporting by the payroll company. RK reported that, with an on-site bookkeeper, payroll will be done in-house beginning in January.

Board Retreat Update – Ian reported that he will be in touch with Council member Michael Solomon and with Rev. Bob to plan a time, location, and agenda for a Governance/Ministry Annual Retreat.

New Business:

Piano – John Austin, Carlene Ragan, and Jim Hardy attended the meeting to speak on the issue of UUTC's current Steinway piano. John met with Gary Griswold of Griswold Piano Service and obtained a cost estimate to provide rehabilitation maintenance to improve the piano's playability and sound quality. Jim Hardy and Matt Cannizzio investigated the cost of a new digital piano, should we wish to replace the current Steinway. Jim and Matt recommended the Yamaha Clavinova CLP 795 Grand Piano, a 4-foot digital piano with full-size opening top, at a cost of approximately \$8000. After a discussion with

presenters and Board members, ***Alice made a motion to contract with Griswold Piano Service to provide the services detailed in the estimate of approximately \$1800 to maintain the Steinway; Glenn seconded the motion. The motion was approved.***

Funds – Gail suggested that she work with Chelsea to streamline accounting procedures by moving certain stand-alone Funds, such as the Sabbatical Fund, into savings accounts within the Operating Fund to reduce the number of due to/due from accounting steps. The Board consensus was to simplify the accounting process where possible.

Authorization of '23-'24 Bank Signatories – Prior to the meeting, Board members received a document identifying the elected Board members and employees recommended to fill signatory positions for bank accounts/funds for fiscal year '23-'24. After reviewing the document, ***Kay made a motion to approve the recommended signatories for 2023-2024; Alice seconded the motion, and the motion was approved.*** Kay will prepare a letter for the bank, identifying the following approved signatories:

The duly elected officers and employees filling signatory positions for the fiscal year July 1, 2023, to June 30, 2024, are:

President: Ian Cowie

President-Elect: Phillip Thomason

Secretary: *Kay Webb *once appointed by the Board in July

Treasurer: Michael Griffith

Treasurer-Elect: Victoria Kerr

Member-at-Large: Vicki Held

Minister: Rev. Robert Renjilian

Bookkeepers: Chelsea Caldwell, Sue Gervais and R.K. Young

Accounts and Signatory Positions:

General Fund Cash Management programs (electronic payments and Direct Deposit) – President, President-Elect, Secretary, Treasurer, and Treasurer-Elect

Lines of Credit (XXX1491) – President-Elect, Secretary, Treasurer, and Treasurer-Elect

General Operating Fund 1 (XXX6708) – President, President-Elect, Secretary, Treasurer, and Treasurer-Elect

Reserve Money Market (XXX4644) – President, Treasurer, and Treasurer-Elect

Ministerial Discretionary Fund 9 (XXX2016) – Minister, President

Varsity Fund 3 (XXX5161) – President-Elect, Secretary, Treasurer, and Treasurer-Elect

Capital Expenditures Fund 7 (XXX6092) – President-Elect, Secretary, Treasurer, and Treasurer-Elect

Gifts and Memorials Fund 8 (XXX6084) – Secretary, Treasurer, and Treasurer-Elect

Charitable Giving Fund 10 (XXX4679) – President, Secretary, Treasurer, and Treasurer-Elect

Dignity Project Fund 12 (XXX6439) – President, Secretary, Treasurer, and Treasurer-Elect

Sabbatical Fund 13 (XXX9368) – Secretary, Treasurer, and Treasurer-Elect

Endowment Holding Fund (XXX9456) – President, President-Elect, Treasurer, and Treasurer-Elect

Endowment Checking Fund 2 (XXX0452) – President, President Elect, Treasurer, and Treasurer-Elect

Premium Money Market Savings (XXX9772) – President, President-Elect, Secretary, Treasurer, and

Treasurer-Elect

APPTC Fund 19 (XXX2553) – Secretary, Member-at-Large

Safety Deposit Box – Secretary, Treasurer, and Treasurer-Elect

Orientation to Governing Documents – A copy of the document, “Orientation to UUTC’s Five Governing Documents,” was shared with current and new Board members, and new Board members received the five current governing documents prior to the meeting. After a brief overview of the orientation document, Kay reminded members that each of the governing documents will be reviewed by Board members during the fiscal year, and she pointed out where the documents can be found on the website and within Realm.

Additional Business:

Designated Gift - RK reminded members of her recent email to the Board concerning a designated memorial gift that requires Board action. ***Alice moved to accept a Memorial Gift in memory of Dave Roberts of an Automated External Defibrillator (AED); Quim seconded the motion, and the motion was approved.*** During discussion, it was noted that some staff members will need training on the use of an AED. RK said that it was time to update certification of staff members in first aid and CPR training, as well.

Board Calendar: July – New Signatory Documents to Bank, Sign Compliance Statements, Appoint Board Secretary to fill vacancy; Appoint Ministry Review Task Force

Announcement: Board Appreciation Potluck for new and current Board members and their significant others – July 1 @4PM and Gail and Bill Myers’ garden.

Adjournment: The meeting adjourned around 7:15PM.

Next Scheduled Board Meeting: July 27, 2023 @ 5:30PM

Respectfully submitted,
Kay Webb,
Secretary