

UUTC Board Meeting Minutes
July 22, 2021@ 5:30pm

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

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

Approval of the Minutes: The June 24, 2021, meeting minutes were approved via email vote on 06/27/21 and sent to the Administrator for publishing.

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

06/26/21 – Motion to accept the June 24, 2021, Board Meeting Minutes as presented was made by Betty Kendrick, seconded by Kay Webb; motion carried on 06/27/21.

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

Minister's Report – Rev. Bob highlighted his activities since the June Board meeting: he enjoyed some vacation time with family in July; reserved November 19-21 at the Mountain for a congregational retreat; interviewed and approved further vetting of a candidate for the AV Tech position; and handled some pastoral care issues by phone and email. Ministry meetings included: completing his time as ministerial delegate to the UUA General Assembly; scheduling upcoming membership orientations with the Membership Team; discussions with Bart Renner and Michael Solomon to prepare a re-boot of the Advisory Council; and conversations with several congregants about accepting positions on various committees/teams. Other community meetings included: discussions with community members who help organize the local photo-ID project and discussions with a community member who is trying to get local congregations involved in finding and supporting foster care families in Transylvania County.

Treasurer's Report – The monthly report was shared with Board members, providing the financial status as of June 30, 2021. This report is made available to Members and Friends in the newsletter. In her comments, Gail emphasized that the current Board must support the previous Board's commitment to supplementing this year's budget with fund-raising revenues beyond member pledges. She reported that the Pledge Team did a phenomenal job during the '21-'22 pledge campaign.

Operations Report – In the area of active members and projects, RK's July report shared the current members of Ministry Teams and highlighted the groups in greatest need of additional members, and she shared information about two fund-raising projects that are under discussion. Having previously discussed a re-boot of the Advisory Council, she suggested a revision of the Congregational Covenant as an appropriate project for the group this year. In the area of property assessment, she reported on the status of the core drilling and preparations for a survey of the property lines; this assessment is necessary prior to Gail's crafting the IRS letter of intent that is due in October. In the area of platform reach, RK reported that YouTube and Facebook are the two platforms that UUTC will maintain for streaming services and Facebook is still a good platform for marketing in our local area. Concerning contracts up for renewal, she reported that we will move our monitoring service from Southern Alarm to Red Oak Integrations; Red Oak is local to Transylvania County and has been very responsive to our needs since installing our new keyless access system. A second contract up for review is with Advanced Business Systems, the company

from whom we lease our copier. She recommends that we not purchase the current copier nor renew the lease. Rather, she recommends selecting a newer, smaller system for lease or purchase. She suggested that the purchase of a new system with our current functions and greater speed would be below the current contract cost.

Administration Committee Report – The July report presented the committee’s proposed revisions to the current (9/17/20) Bylaws for Board consideration. If approved by the Board, the committee recommends making the proposed document available to all Members as soon as possible, scheduling a virtual Q&A Forum for Members to discuss the proposal, and conducting the vote remotely rather than at an in-person meeting. The committee will continue to review the UUTC Organizational Structure, noting that a new version cannot be finalized until the Bylaws are approved by the Congregation.

Finance Committee Report– No report - Gail advised that only two members remain on the committee; three new members are needed as soon as possible. Names of possible members were suggested.

Personnel Committee – Chair, Sharon Gublo, sent a report for Board members prior to the meeting. Liaison, Betty Kendrick, introduced the initial Hybrid Work Policy, prepared by the Personnel Committee, and responded to questions. Further clarification is needed before finalizing a policy; the Administration Committee will be asked to review and make recommendations, as well.

Property Committee – No report

Advisory Council – No report - Bart reported that he has had discussions with Rev. Bob about re-constituting the Advisory Council.

Old Business:

Board Signatures for Bank Accounts & Annual Compliance Statements – The Board officers signed required bank documents provided by the First Citizens Bank. All those present at the meeting signed the annual compliance statements for the Safe Congregation Plan and for the Conflict-of-Interest Policy. Absent members will need to go by UUTC to sign the documents.

New Business:

Stewardship Event - E-bike raffle – This is a fund-raising event sponsored by the Stewardship Team; if successful, it may become an annual event. RK reported on a quote from local shop, Earth Mountain Bicycle, for an available E-bike, which was well out of range (\$4600) for the raffle. She presented three options that were in a more achievable price range (under \$2000). After a discussion of the options, *Bart made a motion to approve the purchase of an Aventon PACE 350 Step-Through Ebike (\$1400) for the raffle; Gail seconded the motion. The motion was approved unanimously.* RK will make the purchase.

Proposed Revisions to Bylaws – After reviewing the proposed revisions to the Bylaws recommended by the Administration Committee, Gail suggested one change to the newly created duties of the Treasurer-Elect; amend Article VI, Section E, 1 by replacing “function in the place of the Treasurer, if necessary” with “work in collaboration with the Treasurer.” Board members agreed that this language would be more appropriate to the role of a Treasurer-Elect. *Bart made a motion to approve the proposed revisions to the Bylaws, as amended by the Board; Gail seconded the motion. The motion was approved unanimously.*

NOTE: Article XII should include the language that is appropriate at the time of the presentation of the Bylaws to the congregation. If the 501(c)(3) application has been approved, the proposed revision will be included in the document; if not, the language will stay as it is, with no proposed revision.

Board Calendar Review: Agenda items for August may include a review of the Board Operating Guidelines, a review of the Safe Congregation Plan

Adjournment: The meeting adjourned at 6:40PM.

Next Regularly Scheduled Board Meeting: August 26, 2021, at 5:30pm

Respectfully submitted,
Kay Webb,
Secretary