

## OPERATIONS REPORT — JULY 2022

### SERVING TEAMS — ACTIVE MEMBERS

JULY 22

**ARE** — Don Lander (Leader), Krista Moore, Don O'Dell, Dave Roberts, Paula Hartman-Stein. **Staff Liaisons: Rev. Bob, RK**

**CRE** — Carrie Branum, Brigid Fox, Nancy Potter, Alice Wellborn — **Staff Liaisons: Kevin Lausch, Trisha Powers**

**FACILITIES** — Bob Bennett (Leader), Mary Bennett, Ian Cowie, Linda Darnell, Howard Friedman, Vicky Held, Chris Rogine, Kay Webb — **Staff Liaison: RK**

**LHHH** — Leslie Keir (Leader), Bonnie Arbuckle, Susan Bir, Ginny Rush, Ann Rabb, Nancy Potter — **Staff Liaison: Rev. Bob**

**MEMBERSHIP** — Victoria Kerr, Midge Hoover, Libann Elwell — **Staff Liaisons: Eloise & RK**

**SOCIAL ACTION** — Kathy Reiff, Bobby King, Lisa McHenry — **Staff Liaison: Rev. Bob & RK**

**STEWARDSHIP** — Alice Wellborn, Sarah Rogine, Phil Stewart — **Staff Liaison: RK**

**WORSHIP** — Vanessa Cowie (Leader), Jane Hilliard, Janice Canon, John Austin, Gypsy Richardson, Ginny Rush, Mike Griffith — **Staff Liaisons: Rev. Bob, Doug Wilks & RK**

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### STAFFING

Amy Lander is indeed being hired away, to work in a field she has a deep personal interest in — serving special needs children and their families. Her new position will be full time, and will double the family income. I am thrilled for her. As a parting gift, she will be keeping her 4 year old Chromebook, which she requested.

Amy has begun training Trisha Powers, whose married name is now Wesley. Trisha is still in the process of organizing all those legal documents, so for now her paycheck will still read “Powers.” Trisha is coming in each Thursday of the month to work with Amy to make sure she feels fully confident in all of the software she will be using in the area of communications. Trisha will continue to assist Kevin, and will eventually pick up a couple of other administrative tasks now handled by Eloise. Her training with Eloise will pick up towards the end of August. I will also be training her on Restream, which is where we set up the livestream. Having her handle this program would mean that one person is handling all of the instances where Sunday service information is placed—Restream, the UUpdate, the AfterWord (which Trisha will be taking away from me) and the website. All of the tasks which she is currently training on can be handled remotely and have been reviewed by Rev. Bob.

Hiring for a new bookkeeper is being put off until Gail is back in Transylvania County. I expect us to need to retain Sue Gervais's service at a diminishing rate through the turn of the tax year as she assists in the training of the new hire. Sue's login to ACS will become the login for the new bookkeeper, to reduce time in building the “shortcuts” that are currently set up in the system. We are lucky to have had Sue as a backup during this time, and I want to make sure a new hire sticks.

### SPACES/SPENDING

One of the new groups (Set Your Week at Peace) introduced by community liaison Lani Callison has grown to 12 people, which feels a bit crowded for the Chalice House. So this group will need to move into the main building on Monday evenings. Good problem. We will continue to need chairs in the foyer for both Teams and Groups that meet. Hector is moving 15 folding chairs into the social hall to facilitate meetings in that space.

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Most of the building has had lighting updates now, except for the front office and the Sanctuary. Of the building's original lighting, only the office remains to be dealt with. That will not be an expensive piece to address. One of the reasons to continue in updating our lighting is that we use the electrical systems harder than the business they were built for. Like a typical home built in the 80's, with one outlet on every wall of smaller rooms, UUTC (built in 1985) is under resourced in some areas (like the kitchen) for our uses. By reducing the load on the panel by cutting watts in some areas (converting to LEDs), we conserve panel capacity for high energy needs like AV and hot plates for Wonderful Wednesdays. We also keep ahead, a bit, of Duke's price increases. The next big piece of that puzzle will be replacing the track lighting at the front of the sanctuary, which is woefully dim. These are typical halogen spots, and can go no brighter without switching to lower wattage fixtures/bulbs. For a smaller financial bite, we can update the up lights of our swishy river lights to LED. We did the conversion of the lower lights a couple of years ago. All of the uppers are still halogen, requiring 50 watts per bulb (3 per fixture). That step would not be terribly expensive, either. It's quite likely that the surplus from the 2021-22FY could cover the parking lot lights, the office lights and the up lights — and still allow you to move \$3000 into either the Reserve or the Sabbatical Fund (or Capital Fund) as recommended by Finance. Finally, if the Board wishes to move forward on the parking lot lights (or any other capital expense), **I will need a motion to approve the spending of those funds.**

### COMPLEXITIES—APPTC

Grow Getters, which is a sub-group of Facilities, is working hand in hand with Facilities to better help the Team realize it's Function as defined in their Operating Guidelines. The APPTC Fund, which exists outside the Operating Budget, was created to help facilitate this work. I believe we need clarity to ensure that all parties understand boundaries, here. Expenses to the APPTC Fund — **does the Board wish any particular oversight of that Fund**, or do you wish the Grow Getters to manage it? In other words, do you want oversight over their expenses, outside what I would normally offer as UUTC's Administrator? Based on this past year's fundraising efforts, the Pi Day Pie Auction will be their signature fundraising event. I ask this because the Board's guidelines do specify particular oversight of the Capital fund and the Reserve. While the APPTC, at this time, is not a holder of great sums, is there a threshold at which you would want that oversight? Or a particular **expense** threshold? If so, that will need to be codified. You may wish to refer this to Finance & AdCom, to develop parallel language. Grow Getters has a grant application going in to the NC Native Plant Society at the end of August. If successful, there will be larger expenses coming (funded by the grant). It is possible they will need Board guidance prior to any final language being developed.

### KEEP THE FUTURE IN MIND

Last year was a big year. (Thanks, Gail!) **501(3)(c)**. Private Letter Ruling allowing us to continue to collect rent tax free for 10 more years. Rezoning to create an institutional campus. These are steps that indicate to all that we intend to grow into our role as a clear voice for liberal religious values and a spiritual home for all. The Mission isn't to stay comfortable.

Thanks, as always, for all you do.

RK