

## OPERATIONS REPORT — AUGUST 2022

### A NOTE OF THANKS

AUGUST 22

Between Covid and Kay's surgery, I have been, and still am, battling fatigue. Rev. Bob, on very short notice, encouraged me to take paid time off for a personal retreat at The Mountain with Kay prior to her surgery. I was in a much better place to tackle being a calm presence for Kay as a result. Thanks to the Board and Rev. Bob for supporting my health.

### MOVING INTO SUSTAINABILITY

You have recently received emails from me concerning group emails ("[board@uutc.org](mailto:board@uutc.org)") and the reduction of costs possible with our 501(c)(3) determination letter. I am actively pursuing cost-saving measures that this status helps us achieve. Some, however, are not functions of software or services but of staffing.

Trisha is essentially taking over the duties of both Amy and Eloise. Their former time allotments (8 hours and 12 hours, respectively, per week) will now become 20 hours for Trisha. Some of her work is still in support of Kevin, but for simplicity in the bookkeeping, we will need to allocate her time to either one budget line or the other... I've asked Sue to use the Administrative Assistant line, with the exception of the month in which Chalice Camp falls. If Kevin assigns a set number of hours, then we can use that to better allocate the expenses.

This impacts another part of our budget — payroll services. Gusto has a per user fee of \$6/mo. We are eliminating, by December 31st, both Amy and Eloise's roles, so we will save \$72 in the remainder of the fiscal year, there. This in and of itself is a pretty small fiscal impact, but it will reduce communication confusion among members as to whom they need to reach out to to get their needs met. Basically, Trisha will have her fingers in the whole pie, and can help to reduce communication requirements on myself and on Kevin. Keep in mind that she will do most of this work remotely.

I am also working on updating our property tax assessment. We have been paying property taxes on #46 and #74 because they were rented properties. The total of our taxes on #46 (city & county) comes to \$1581. I directed Sue to send in just a quarter of that to each entity, to give me time for the appeal (given Kay's surgery). We should realize a savings of \$1,185.75 from the current assessment. Since Doug moved out at the end of March, our initial payment should cover it all.

Finally, I have initiated an inquiry with Charity Charge (agency recommended by other UU admins). This credit card is tied to the institution's credit worthiness, as opposed to the individual carrying the card. How it will help us is to be able to issue a card to each team for their spending, eliminating time spent in reimbursements and the need for me to share my card with teams so they can do their work.

### FUNDRAISING — HELP NEEDED

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**B. W. Wells grant**, NC Native Plant Society, due Sept. 1st. The Grow Getters and I have this in hand. Likely \$1000 to help Facilities/Grow Getters goals. A copy of this submission will be made available to the Board upon completion.

**Mum Sale** — Sarah Rogine is lead for this event. We need someone to help with transporting flowers Sept 15th or 16th and someone to take payments on delivery on Sunday, September 18th. (Cash box will be made available).

**Yard Sale** — Seeking someone to handle the money, and someone to coordinate/direct volunteers for pricing, etc. Shooting for October 1st to avoid other conflicts for the space. This event will be staged inside the social hall and most tables pulled out to the front parking lot the morning of the event.

**Auction** — Need Board consensus for a date in January. The pledge drive will get moving in earnest in February, and we need to get this off the ground this year. Likely in person and online portions. Requesting a donation of wine for the in-person event.

**Pi(e) Auction for Grow Getters Fund** — lining up pie bakers and story-tellers! Scheduled for March 14th, which will be a Tuesday. Jim Null is signed up to provide brownies. I will approach Joanna Bliss about donating wine for the event.

**Emma's Revolution** — This band is doing a southeast tour to encourage Get Out the Vote efforts. I have tentatively scheduled them for September 25th — they will be doing a Sunday service at UU Asheville, and will come here afterwards. We will need a couple people to help with selling their merchandise, and a few folks to take a week at coffee hour to help with selling tickets. UUTC will make a portion of the proceeds after their expenses are met (70/30 split)— our AV capabilities are reducing their costs. We will also need someone to help provide dinner for the artists— they will eat before the performance. The event will be live-streamed behind a paywall, with online viewers at \$18 a ticket. Advance tickets will cost \$20, day of the event tickets will be \$25. The final help needed is only if we wish to leverage the event for GOTV efforts... setting up tables in the social hall for writing postcards of encouragement, sign up to do phone banking, etc. We will need both Doug Wilks and Kathryn Burleigh for about 3 additional hours on that day. It would be best if we could fill the house AND sell online tickets. The band is requesting we be masked, since during performance they cannot be, and since they are traveling... this request is for us to protect ourselves, basically. Before I sign a contract, I need to know the Board supports this concert and the mask requirement.

**HalloweenFest** — I'm working closely with Kevin & Trisha on this event, and have recruited Lauren Agrella-Sevilla for an hour to be able to speak to people about e-bikes at the tent. Bob & Mary Bennett will be on hand for setup and to help with bike assembly. Hoping they can do an hour of bike chat, as well. I will be on hand for this entire event. If we had friendly folks willing to be friendly, that would be great. Any ideas for easy kid activities at the tent would be appreciated, as well. We will handle raffle ticket sales differently so that there is a physical ticket to be drawn. Ticket sales will begin in early October... possibly at the Yard Sale.

Looking forward to “retreating” with you all!

RK