

OPERATIONS REPORT — SEPTEMBER 2022

PROFESSIONAL MINISTRY

SEPTEMBER 21

I want to call out Rev. Bob for his patience and professionalism in providing ministerial guidance to staff and experience in modeling Program-Sized leadership...and for an excellent Retreat this month.

Also in the area of professional ministry, I handled Post Office duties and purchasing of coffee supplies during business hours this month. Working to achieve a more sustainable work/life balance.

ADMINISTRATION GOALS FOR THIS FISCAL YEAR

I'm starting this month's Op Report with those things that I believe that I can make happen this year through my work, and my work with other staff or UUTC community members.

- Make communications more engaging and less cumbersome (evolving to new standards)
- Get images from staff training or community engagement to use in publications (make the work apparent)
- Make giving (or fundraising) more accessible through new financial tools like Venmo
- Increase reliable staff presence on site
- Streamline financial procedures (filing, reimbursements—reducing my own workload)
- Increase staff training in software tools (provide for reliable staff support whether I'm able or not)
- Renew volunteer base—relieve those who have been doing the work through Covid as much as possible.

SPACES

Facilities (in particular Bob B), is communicating with Hector about getting the vapor barrier laid for the Chalice House. We hope this will help with the mustiness in the main room. The privacy door between the kitchen and the meeting room has been installed. Mac Heating & Air is grandfathering #46 into our service contract (yes, that bill will go up) and will service the Chalice House in late October.

The Backhoe will arrive on October 18th — funded by Grow Getters — to clear the palette for their next project... installation of bog and rain gardens at our Northwest corner, starting at the sign. They will plant a nitrogen-fixing cover crop for the fall/winter to protect the soil for spring planting. Carpet cleaning will be scheduled after the mud from this event subsides.

In the main building, I am working with Facilities and on my own to purge old stuff that doesn't meet our needs—some of which will reappear in the yard sale. One of the changes you will see is quick-clean tablecloths. These will be less bulky and clean up with a sponge, freeing space in our cabinetry for other needs. They will also not need laundering every week, which will make me very happy.

VOLUNTEER STAFFING

Yard Sale — Seeking people to handle money, and to coordinate/direct volunteers for pricing, etc.

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Auction — I need the names for this task force to set up a group and to plug into my spreadsheet management. :)

CAPITAL/RESERVE/SPONSORED PROJECTS

To refresh your memories:

Hearing assistance devices — the Community Foundation of WNC has offered us a grant for installation of a hearing loop + replacement personal assistive devices like we have now. So this item was removed from consideration because of that grant.

Facilities has given Glade Creek Services the thumbs up for lighting upgrades. Those projects will be expensed from their maintenance budget. (There was strong consensus for this need among all groups.)

Painting the sanctuary was a very high priority for all groups. Some groups ranked this as their number one assessed need. We will need to re-bid this job and find a way to pay for it. The ceiling is looking bad in a number of spots, and the cracks are more evident. It would be worth considering if we should remove the compromised and superficial “beam” separating the east wing from the rest of the sanctuary, since this paint job will present the opportunity. It blocks sound within the space and serves no structural need.

Security cameras were also a high priority for all groups.

Of no/little interest: Cylindrical columns and skylight blinds in the choir area. Facilities determined that if the lighting upgrade is effected in the choir area, the existing blinds could stay closed, solving the problem. Facilities was in favor of blinds in the social hall to improve comfort in the space (reduced heat gain). I think most have forgotten the heat that builds up in that space. We can put it back on the list for another year. Also of little interest (but of high value by my own assessment) is a more professional event tent. I will pursue pricing just so we know what the cost would be— in the meantime, I will purchase professional weights that will be easier for our volunteers to manage than multiple buckets of sand, making setup less onerous for HalloweenFest.

Of merit: “choir” chairs and picnic tables. I would recommend that both of these receive Board Approval for designated funding so that those who wish can contribute to these projects. I do not recommend that reserve funds be used for these projects. Facilities may choose a less-expensive vendor for the picnic tables. That option would not have a 20 year warranty, but a lower price would cut the cost by a third, making a “gift of a table” more accessible, while achieving the goal of outdoor project/fellowship space that doesn’t rot in two years.

In Covenant,
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