



## Board of Trustees Meeting Minutes

April 21, 2020

**Board Members in Attendance:** Catherine Barnes, Sandy Wade, Tawana Allen, Ann Doss Helms, David Reynolds, Rocky Hendrick, Margie Storch, Colin Hood, Cindy Hostetler

**Not in Attendance:** None.

**Staff in Attendance:** Doug Swaim, Jay Leach

**Staff not in Attendance:** Eve Stevens

### Call to Order

- Chalice Lighting Words (Tawana) (A Poem: This is Timeless written in 1869 reprinted during 1919 Pandemic)
- Vision Statement, Mission Statement and Leadership Covenant Readings

### Vision Statement

We are a loving, liberating religious community inspiring spiritual, societal, and environmental transformation in the larger community, in our congregation, and in the personal lives of children, youth, and adults.

### Mission Statement

Challenged by our liberating faith, we discover deeper spiritual meaning, nurture loving community, cultivate courageous connections, and partner in the work of justice.

### Leadership Covenant Statement

We hold constantly before us the Unitarian Universalist principles and the vision and mission of the Unitarian Universalist Church of Charlotte. We come prepared to participate fully in meetings, to listen actively and seek accurate understanding, and to hold confidences carefully. We seek to be respectful and caring in our interactions, embracing our individual strengths and diversity to find a well-reasoned path. We promise to work courteously toward our shared purpose, to speak in positive terms whenever possible, and accept and support decisions reached by the group.

**Check In –** Everyone checked in to see how everyone was doing with the Coronavirus via Zoom. Lots of folks are feeling Zoomed out. .

**Eyes and Ears –** Video services and email groups have been good to connect. Some Zoom meetings have sprung up as a result. People have enjoyed seeing each other in their own environments. Feedback is that the online services have been great too. Huge shout out to Belinda Perry the staff alchemist! Amazing work and professional production.

### Approval of March Minutes - Approved

**Coordinating Team Reports** (Doug / Jay) NOTE: This is a slightly different format, including an expense-only budget.

- Membership – Question on volume – This reflects a cleanup of non-contributing members that are removed via bylaw requirement to contribute on record once a year.
- Budget
  - Have added a sexton position as part of FY20-21 is full time based on \$15/hr plus benefits that other staff members have. Pete Parks is retiring at the end of June. Intend for it to include setting up for meetings, pest control carpet cleaning amongst others.
  - Next attempt for FY20-21 budget is to project income based on next month's numbers based on the contraction. Any additional contractions would be either staff cuts or reductions to support UUA. Still need to gauge if pledges will vary dramatically depending on financial situation of our community. Will know more with April month-end data.
- PPP (Paycheck Protection Program) Loan – We are in the advance stage of the process of applying for a PPP loan. ODS lost their income at the end of March and we are trying to keep staff afloat. ODS had a reserve to cover maybe a month of payroll. ODS has asked certain parents to convert deposits into a charitable contribution. The Board voted to approve the loan and agreed Ron Macaroni is authorized to sign the application. High praise to the UUA, Doug, Ron and Belinda for their quick action.
- UCC CARES program – Are starting to get the donations but want to make sure they have adequate resources to take applications. Looking to make four-figure gifts. Would like to get in a five-figure balance before taking applications.
- Homelessness COVID-related issues – Jay keeping this body informed when he is sticking his neck out on issues like this. Just wanted to try and get the county to adhere to CDC guidelines on sheltering. There are FEMA dollars to pay for 75% of this and the state will pay the other 25%. There are people being evicted from hotels, power being turned off, water being turned off. Doing this because it is the right thing to do and appreciates that the Board has his back and he doesn't have to look over his shoulder.

### **Current Business**

- Update on selection of Nominating Committee (Colin) – Would like to get a message out to the congregation for self-nomination. How would we like to approach identify three people to sit on the search team? Recommend: Mary Hackenberg first, then a former board member (Tom Cole or Greg Shropp) and Rob Katz.
- Employee Benefits discussion (Cindy / Margie) – Doug shared info with Cindy/Margie on benefits but may need additional time to get more of Cindy's input. Trying to make sure that the compensation and benefits of our staff are at LEAST in line with UUA standards and looking at verbiage to see if there are tweaks need to be made to policy. Trying to move towards living wage as opposed to minimum wage. The Board discussed health insurance, leave, and other benefits issues.
- Measurement (Cindy / Colin / David) – David will send out the latest document to request that Jay red-line the document so that we as a full board can then review the red-lined version to then add and digest staff commentary
- Review of Sections III and IV of Governing Policies (Sandy/Catherine) – Will move to a collective Google Docs Edit
- Discussion of Annual Meeting (possibly bifurcating June versus fall) – Some Congregations are pivoting to a platform to a complete virtual meeting. Want to

setup the logistics of virtual meeting. Allowing for a robust understanding of absentee ballots but would use Zoom. Want to include in the announcement of the meeting that we will wait to have an in person Congregational meeting when safe.

Meeting adjourned approximately 9:00 PM