

UUSS BOARD OF TRUSTEES MEETING

Thursday, May 28, 2020, 7:00 p.m., via Zoom

Minutes (Approved June 25, 2020)



Attending: Rev. Lucy Bunch, Hally Cahssai, Denis Edgren, David Harlow, Rev. Roger Jones, Sandra Navarro, Roger Olson, Victoria Owens, Sally White

1. Welcome: Sally White

Meeting convened at: 7:07 p.m.

- a. Established quorum
- b. There were no guests

2. Chalice Lighting and Centering: Rev. Dr. Roger Jones

3. Consent Agenda

- a. Approved April minutes as written

4. Treasurer's Report: Victoria Owens

- April financials

Victoria Owens submitted the UUSS Treasurer's Report for April 2020. As of April 30, UUSS was \$44,818 ahead of budget. The Finance Committee did not meet in April but will meet in June to discuss revisions to the draft FY 2020-2021 budget. (Discussion will include the payment from the Ruth and Roger Barr estate.) UUSS received a letter from the UUA. UUSS's Annual Program Fund contribution for 2021 will be \$39,978, less than the amount calculated in the previous draft budget.

- Status of Paycheck Protection Program Loan

The PPP loan from Five Star Bank was received in May and therefore does not appear on the April financial report.

5. Committee Substantive Issues

- a. Program Council: Marilyn Reynolds, Liaison

In Marilyn's absence, Rev. Lucy Bunch reported that the Program Council is seeking new members. The Council is generating ideas to keep the congregation connected during the period of the COVID-19 pandemic.

- b. APMC (Administration and Property Management): Roger Olson, Liaison

APMC met on May 28. The patio cover project is in process; delivery of prefabricated roof panels is expected soon. Bids are being assembled for the electrical work on the bathrooms in the main building (doors to mechanically open). New light fixtures for these bathrooms will be installed by John McMillan.

Rev. Lucy reported that UUSS has let a contract for installation of cameras (for live streaming) in the main hall.

- c. Stewardship: David Harlow, Liaison
As of May 22, 85% of the pledge goal was received. Committee members will follow up with non-pledgers by telephone.
- d. FRSC (Fundraising Strategy Committee): Kathy Bernard, Liaison
In Kathy's absence, Rev. Roger Jones reported that There will be no in-person auction this fall.
- e. Nominating: Hally Cahssai, Liaison
No report at this time.
- f. Congregational Safety Committee: Roger Olson, Liaison
No report at this time.

6. Ministers Combined Report

- a. Rev. Dr. Roger Jones and Rev. Lucy Bunch
"The building is closed but our church is open." Committees and groups are meeting on Zoom. Outreach is being made to congregants over the age of 70. Other efforts are reaching and assisting isolated individuals. The new Membership Committee was convened by Rev. Lucy. All staff continue on the payroll and are working with dedication and flexibility.
- b. UUSS's IT consultant, employment status
As of April 1, Dirk Tuell's status has changed from contractor to employee.

7. Board Business: Sally White

- a. Strategic Plan update (leadership development; communications)
These committees are on hold.
- b. Follow-up on May 17th Congregational Meeting
 - The Zoom polling function worked well; the slate of candidates was accepted. Rev. Roger reported that three paper ballots (sent to individuals without computer access) were returned to the UUSS office. All supported the slate of nominees.
 - The on-line meeting went well, and positive comments were received from attendees.
- c. Update on COVID-19 response at UUSS

1. Establishment of task force

Denis Edgren moved (Roger Olson seconded) that the UUSS Board of Trustees establish and appoint a UUSS Physical Gathering Task Force.

The motion was passed unanimously.

2. Task force parameters

1. Guiding principle: UUSS will not hold in-person group meetings (large or small) until it is safe to do so.
2. Task force membership will be comprised of representatives from these groups: Safety Committee, Greeters, Board of Trustees, Program Council, Committee on Ministry, Family Ministry, Religious Education, APMC, Ministers. (There could be one individual who represents two groups.)
3. Task force membership should be capped at a workable number (possibly nine).
4. The duration of the task force will be four to six months.
5. UUSS staff should be consulted (through the ministers).
6. Task force meetings will begin in June. (Sally will invite participants and establish an initial meeting date.)
7. The task force will obtain and gain an understanding of federal, state and county guidance and regulations regarding “opening” church activities. The task force will also consider the UUA guidelines.
8. The task force will make recommendations to the UUSS Board of Trustees regarding “opening” church activities, as follows:
In June, consider small groups and renters; provide recommendations to the Board of Trustees at its June meeting (June 25).
The task force will consider large-group meetings (for example, Sunday services) after it has completed its assignment regarding small groups and renters.

d. Appointment of Secretary, Board of Trustees for FY 2020-2021

Victoria Owens moved (David Harlow seconded) that Anara Guard be appointed Secretary of the UUSS Board of Trustees for FY 2020-2021.

The motion was passed unanimously.

8. Next Meetings:

- a. Executive Board Meeting (via Zoom): Monday, June 8 at 5:00 p.m.
- b. Board Meeting (via Zoom): Thursday, June 25, 7:00 p.m.; Hally Cahssai to provide chalice lighting and centering

9. Closing: Rev. Dr. Roger Jones

10. Meeting Adjournment at 9:30 p.m.