

UJSS BOARD OF TRUSTEES MEETING
Thursday, Nov. 19, 2020, 6:00 p.m., via Zoom
Minutes



Present: Anara Guard, Denis Edgren, Eric Ross, Hally Cahssai, Lucy Bunch, Marilyn Reynolds, Roger Jones, Sally White, Tonie Darling

Absent: David Harlow, Victoria Owens

Guests: Jon Peterson, Tina Chiginsky Lawrence

Call to order: 6:00

1. Welcome: Sally White. Establish quorum
2. Chalice Lighting and Centering: Tonie Darling
3. Consent Agenda
 - a. Approved October meeting draft minutes
 - b. Email Anara with any input on congregational meeting minutes
4. Treasurer's Report: Denis
5. Committee Substantive Issues
 - a. Program Council: Marilyn Reynolds, Liaison. Assigned roles for members to reach out to various programs and assigned liaisons; Activity Fair and other activities currently on hold. Want to clear up discrepancies between pathways and the website in terms of who is named. Ongoing work re: 8th Principle.
 - b. APMC (Administration and Property Management): Eric Ross. Will get independent skylight company to give an estimate on skylights; withholding 18% of contract due to concrete quality issues. Security fence work starts mid-December.
 - c. Stewardship: David Harlow, Liaison—Anara report *see email from David*
 - d. FRST (Fundraising Strategy Committee): Tonie Darling, Liaison. Auction: A professional auctioneer with experience in on line auctions will be engaged. His fee is reasonable (5%). Tentative date is March 13. On line bidding will be open for 2 weeks before. A paid dinner will be available for pick up the night of the auction. FRST has been reviewing and updating their documents, including an update to the charge, changing the name from team to committee. Revised documents will be posted on the FRST page. An end of year appeal will go out in early December. A letter regarding legacy giving will go out in January, 2021. The committee drafted a standard letter to be used to promptly acknowledge any unexpected gifts
 - e. Nominating: Hally Cahssai, Liaison. No report.
6. Minister Reports. Submitted in advance.

- a. Rev. Lucy Bunch: There was discussion on the past practice of soliciting funds to recognize staff including whether and how to do it this year. After discussion, Anara moved and Eric seconded to offer staff five paid days off to be taken upon approval during the two holiday weeks and to send a request for funds in an email blast, linking to Roger or Lucy's Paypal account. This was passed.

7. Board Business

- a. Communications Task Force—Lucy. Search function now installed on the website. Will focus on Newcomer page and front page revisions and updates.
- b. Physical Gathering TF. The Task Force will decide how a candle-lighting gathering by car for Christmas Eve might work. In addition, a new email from UUA needs to be considered. The Task Force is requested to create a process to respond more quickly to pandemic changes. Eric moved and Tonie seconded that we withdraw the outdoors gathering policy effective Monday Nov. 23 because of rapidly changing pandemic conditions and no longer approve physical gatherings. Passed.
- c. Community Partners calendar. Brief discussion of the calendar and the pressing needs of food banks.
- d. The Immigrant Justice group requested the board endorse a particular case involving deportation. Discussion centered on the lack of information the board has for making decisions and on empowering our groups to speak up on behalf of their teams—although not of the board or the institution as a whole. It was also suggested that we could partner with a recognized trusted organization to help us with these kinds of immigrant activities in the future. Sally will follow up.
- e. COIC—postponed to December meeting when it will be placed earlier in the agenda.

8. Next Meetings:

- a. Executive Board Meeting (via Zoom): Monday, Dec. 14 at 5:00 p.m.
- b. Board Meeting (via Zoom): Thursday, Dec 17, 6:00 p.m.; Victoria Owens to provide chalice lighting and centering

9. Closing: Tonie Darling

Adjourn 7:40 pm

Between board meetings, a vote was taken via email whether to hold a Christmas eve event in the parking lot. The board voted against this suggestion from the Physical Gathering Task Force.