

UUCOV Board of Trustees

Minutes of May 14, 2020 Meeting

Call to Order

- President Pam MacFarlane called the meeting to order at 9:35 a.m. via zoom.
- Chalice lighting and check in
- Members present: Pam MacFarlane, Jack Head, Dave Lyon, Ken Boysworth, Steve Leapley, Nancy Janssen, and Claire Harrison. Also present, Reverend Dennis McCarty. Quorum met.
- Thank you note will be sent to Karen Griffin, Marcie Schiff, and Dick Smith for the work they are doing in pulling together our Sunday services. Note will be sent to Richard Palmer thanking him for his years of service as a member of the Board of Trustees.
- Jack Head was welcomed as our new Vice-President and he and Nancy Janssen were formally welcomed to their first Board of Trustees' meeting.

Approval of Minutes

- Minutes approved as distributed via email.

Monthly Reports & Correspondence

- President's Report – No written report.
- Vice-President's Report – No written report. Jack reported that team chairs are working on their respective year-end reports. Discussion of process for receiving and disseminating of team reports. Question raised regarding including something in either or both *Connection* and *Happenings* reminding folks that both Coordinating Council and Board of Trustees meetings are open and folks can attend via zoom. Pam will speak with Salli about including an article in either or both publications.
- Minister's Report – As distributed via email and attached.
- Treasurer's Report – As distributed via email and attached. Dave informed the Board of Kathy Avery's mother's death last week. Also informed the Board that the Campus Team is completing several small needed repairs with social distancing and limiting numbers is consistently being observed. Various other fiscal related issues are included on the agenda and will be discussed under old and new business.

Membership

Membership is currently at 225 including 8 emeritus members and 2 inactive. Claire asked what the designation of "inactive" represented. Pam will check it out and will explore whether such designation needs to be formalized as part of our Bylaws.

Old Business

- Our Financial Outlook:
UUA Dues – Dave spoke of not having yet paid our annually billed UUA dues for FY'20. The \$17,522 amount was based on our budget and was included as a budgeted expense. The bill received from UUA for this year, FY'21, is \$19,274. Communication has been received from UUA asking if we might pay it at this time or make a pledge to pay either the full or partial amount this fiscal year. Dave asked that for today's discussion, we only look at last year and wait until next month's meeting to discuss this year's dues. Dave is making the recommendation that we pay the full \$17,522 as budgeted at this time. Key considerations in his making this recommendation include: the specific support UUA has provided to UUCOV over the years; the value of GA; and the resources available to us as individuals and as a congregation on an ongoing basis from UUA. Given that we have the cash resources available and that we had the dues included as part of last year's budget,

Dave Lyon made the motion, seconded by Jack Head, to pay the \$17,522 UUA assessed dues. Following discussion, the motion was approved unanimously.

- PPP Covis SBA Loan - Dave discussed applying for this loan up to full \$50,000 forgivable loan with the Finance Committee. Although they agreed it was worth pursuing, no one on the Committee agreed to assume responsibility for completing the one page application and bringing it to SunCoast Bank. Nancy agreed to spearhead the effort with assistance from Bonnie Norton. The motion was made by Claire Harrison and seconded by Steve Leapley to authorize Nancy Janssen to submit the application for the loan and to appoint Nancy as UUCOV representative in said submission. Motion passed unanimously.
- Balanced Budget - Ken brought up the need for a balanced budget based on the realities of projected income. Dave reported that proposed revised budget would be forthcoming and asked to table discussion until our meeting in June by which time he will be able to provide more information. Ken agreed to act as Board liaison to the Finance Team. Reverend Dennis and Jack Head suggested contacting UUA to explore assistance they might lend in possible ways of dealing with current budgetary situation as a result of COVID-19. Ken agreed to connect with UUA to explore what assistance and resources they might be able to offer us.
- Improvement of Communication - Dave discussed need for us to focus on trying to be more transparent and improve in our sharing of Board information with members/friends of our congregation. Claire agreed as a first step to contact Salli about including a link in *Happenings* or *Connection* as a way of providing easy access to our most recently approved Board minutes.
- Merger of Zoom and SignUp Wizard - Ways that we might look to making more use of zoom was discussed. Question of how we can be encouraging wider and broader use for ongoing and new activities. Jack mentioned the merger of zoom and signup genius and agreed to obtain more information and get back to Pam on it.
- Reschedule Board Retreat - Agreed that it would be beneficial to wait until Reverend Khleber returns. Tentatively scheduled for August 20th at 10:00 am.
- Technology - Where are we going? How do we get there - webpage? Live streaming? Reverend Dennis reports we our Sunday service is experiencing between 100 and 120 hits a week on YouTube. Question as to what would be needed to have live streaming of Sunday services and increased ability for live streaming in other areas. Dave will connect with Bill Dowling about issues related to capacity issues previously explored. It is felt important to include Communications Team who is also currently looking at our webpage capability/systems. Reverend Dennis will connect with Sarasota UU and UUA about web page designs after he contacts Tom. There is agreement that looking towards establishing live streaming capability should be one of our goals for the year. Issue requires further exploration and discussion. It is also felt to be important to take into consideration those needs in the hiring of an AV person to insure they possess the skills and expertise needed in helping us move forward with live streaming, etc.

New Business

- Finance Committee Recommendations - The Finance Committee forwarded a list of recommendations for review by the Board. Board discussed several of the recommendations made including:
Auction - Agreement with Finance Committee recommendation that auctions are important fundraisers for the congregation. Rather than looking at silent auction in the fall and major live auction in the spring, might we explore having an online auction maybe every month or so featuring a limited amount of items. Planning a major auction for the spring may not be possible as there is no indication as to when we will be able to resume congregating as a group and what “social distancing” will look like in the future.

Appointing a Fund Raising Chair – Agreement with Finance Committee recommendation that fund raising is key and we need to be looking at new venues for doing this. Steve talked about looking at possibility of raffling a golf cart as one fundraising activity. Steve will further explore.

Other – We are unsure as to what will happen with the renting of our sanctuary space going forward. However, given the expanse of our outdoor space could that be marketed in some way to rent to groups? What would we need to do that?

Appointing a Stewardship Chair – Agreement with Finance Committee that this is important to address. Pam will explore possibilities.

Other – “New” people are going to our website and viewing our Sunday services. We no longer have a way of connecting with those individuals in the same way we do when visitors sign in at the welcome table. Claire will contact Salli about folks being able to fill out an online visitors card.

- Planning for Reopening – Important for various teams and groups to be coordinating and together throughout the process in order to insure consistency and clear messaging. Communicating with one another and sharing information broadly needs to be done. COVID Task group will include message in *Connection* of continuing status.

Other Business

- Use of Amazon Smile as Fundraiser – This has been looked into, and UUCOV is already listed. One of the issues is that one can only designate a single organization.
- Family Promise – Our next scheduled host week is in August. If we cannot keep our host date our commitment is to pay for one week’s hotel stay for the family or families currently in the program. The Board agreed that since there are adequate funds available in the Family Promise reserves account, costs for hotel and other related hosting costs are to be paid from this account.

Next Meeting

- Scheduled for Thursday, June 11, 2020 at 9:30 a.m. via zoom.

Adjournment

- Reverend Dennis read closing words. There being no further business, the meeting was adjourned at 12:04 p.m.

Respectfully submitted,
Claire Harrison. Secretary