



## Unitarian Universalist Church in Meriden

### Board of Trustees Meeting Minutes

September 15, 2020

Present (via Zoom): Jane Dioguardi, Sandy Duffy, Randy Heath, Kathleen Lindberg, Rev. Tony Lorenzen, Trish Schneider, John Sepples, Paula Snedeker

Absent: N/A

1. Chalice Lighting and Check-in: Jane lit the chalice, and board members checked in with each other. Sandy volunteered to be the timekeeper.

2. Consent Agenda: Acceptance of previous BOT meeting minutes from August 18, 2020.

Sandy moved to accept the consent agenda item and Kathleen seconded; the motion passed unanimously.

3. Next Congregational Meeting: Set date/time of Sunday, October 25, 2020 at 12:30 PM. Weather permitting, the meeting will be held outside with phone/Zoom option. Agenda items will include approval of January 2021 – June 2021 budget, approval of updates to bylaws, and elections for board positions. Letter needs to be sent via USPS mail at least 10 days before. Jeff May will assist with technical equipment. Jane will share draft of bylaws updates at next board meeting on October 6<sup>th</sup>. Need recommendation from the Finance Committee re: finance chair. Jane will prepare communication to be included in weekly update re: board openings.

4. Finances:

Treasurer's Report and Financials (July and August): Paula made a motion to accept the July Treasurer's Report and Financials; Kathleen seconded and the motion carried unanimously. Randy made a motion to accept the August Treasurer's Report and Financials; Kathleen seconded and the motion carried unanimously.

Quarterly pledge statements are due for Sept. 30<sup>th</sup> and will need thank-you notes from board member. Trish and Jane will work offline on this.

Budget for January – June 2021: still running a deficit but not as large as previously. Discussed PPP loan forgiveness, virtual concerts (\$5000 in budget), and online contributions. Rev. Tony will send Randy the letter for musical artists to ask if they're interested in having a concert with/for us with proceeds to be split 50/50.

Status of UUCM credit card: Trish obtained a debit card instead. It's in her name with MasterCard logo. Once paperwork for PPP loan forgiveness is submitted, she will check again with People's Bank about a credit card.

5. Facilities:

Sandy will contact Ann Smith about cleaning the church bathrooms and kitchen floor and vacuuming before and after the service scheduled for Sept. 20<sup>th</sup>.

Phone/internet account has not been changed to UUCM name yet. Sandy will get the order in place and create the new service, and then discontinue the account in his name.

Keeping the church computer and printer updated: to be discussed further.

Roof leak update: Per Randy, the adjuster said leak is not covered and denied the claim. Randy will follow up with claims supervisor.

Status of the alarm system: Sandy will arrange for a new battery and to have the motion sensors enabled. Need to clarify what the master code is as well as the individual user codes.

6. Pastoral care matters: Members are experiencing anxiety, depression, loneliness, and feeling “cut off” from each other. Trish suggested that a form be created so that members can put in writing what they need and also what they can do to help.
7. Next Meeting: Tuesday, October 6th at 7 PM via Zoom. Will be informal and open to all congregation members to allow discussion with board members on a variety of issues. Announcement to go in weekly update email.
8. Closing words and chalice extinguish: Meeting was adjourned at 8:27 PM.

Respectfully submitted,  
Paula A. Snedeker