



## Unitarian Universalist Church in Meriden

### Board of Trustees Meeting Minutes

February 16, 2021

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

Absent: Jane Dioguardi, Randy Heath

1. Chalice Lighting and Check-in: John lit the chalice, and board members checked in with each other.
2. Consent Agenda:
  - Acceptance of previous meeting minutes from January 19, 2021
  - Minister's Report – 2/10/21

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

3. Treasurer's Report & Financials for January 2021:  
Monthly net operating income for January is negative due to no recent fundraisers, but we are still doing fairly well overall due to collection plate donations and monthly pledges. Upcoming fundraisers will also make a positive difference. There will be a fundraising meeting in March to discuss. Jane is checking on state laws re: raffle requirements. On the Balance Sheet, Asset 1010 "target" consists of nonbudgetary income: minister's discretionary fund, memorial fund, Stop and Shop gift cards, and CYRE funds. Asset 1120 is now called "Legacy Fund" (was previously named "Endowment"). Balance on mortgage is \$48,543.12.

Sandy made a motion to accept the Treasurer's Report and January Financials; Kathleen seconded and the motion carried unanimously.

Further discussion was held re: fundraising. The team includes Rev. Tony, Jane, Trish, Diane Szymaszek, and Donna Stimpson. Trish will check to see if we need to report income from face masks to federal government as it is unrelated to our core mission.

4. Mid-year Check-in: John will coordinate responses to Rev. Tony's mid-year questions. One goal we accomplished is that we lived through COVID-19, but there is not much enthusiasm among members to be leaders. Need to have conversation with others so that we are prepared for post-pandemic world. Suggested that we meet in small groups beyond this meeting. Jane has communication for next weekly email update. UUCM and MUUS must decide separately and then jointly re: renewal of Rev. Tony's contract.
5. Launchpad: John, Trish, and Jane met with Fred Holland and the recommendation is that Launchpad should create a new website for us. We'll need to decide on two people to work with them - Trish volunteered and suggested Jeff May. Trish shared that Jane has said that she will work on the weekly newsletter/update after her term as Board president is over.
6. Appointing a Stewardship Team: At the last meeting, Jane and Kathleen volunteered to work on reminder letters. Trish will work with them in March to begin the process. The recommendation now is that Board members reach out to members to check in before March 1<sup>st</sup>. If any concerns are noted that need to be followed up on, members will let Kathleen know so she can coordinate responses. Trish and Kathleen will divide up the UUCM members list and assign names to each

Board member. Rev. Tony will also be holding a class in March re: how we feel about money and why is it so hard to talk about? Trish will send Board members a UUA link re: ways to reset stewardship. Discussed the need for a narrative budget – not what we're paying for (i.e., electricity bill), but a sanctuary for people who need it.

7. UUA Certification: This item has been completed since the Board last met.
8. Facilities: Alarm system: A new fire system will require two connections – cellular and over the internet. Cost is about \$1500 for the new panel for security and fire. Monitoring bill for the new cellular data line will be \$20/month.
9. NEW BUSINESS:  
  
Reopening plans: Discussed draft of plan prepared by Rev. Tony. Once we meet certain benchmarks, we can start by allowing small groups of under 10 people to meet. Masks will still be required. Need to establish cleaning protocol, which will also include how to take care of the space – stacking chairs, moving tables, etc. Ventilation is critical so windows and/or doors may need to be partially open. Cleaning supplies should be kept in every room. While it's too early now to ask about vaccination status, we may need to require proof for certain roles (for example, worship greeter). We can also take advantage of this time to do repairs/maintenance work (painting front room, installing new lights in hallway).  
  
Resume development work: Accepted Rev. Tony's suggested three immediate congregational goals for the next three years goals:
  - Finalize membership covenant
  - Establish year-round fundraising/revise stewardship
  - Investigate/institute new leadership and organizational structure
10. Next Meeting: Tuesday, March 2, 2021 at 7 PM via Zoom. Topics will include how to move forward in post-pandemic world. Rev. Tony will create and post a video to invite members to the discussion.
11. Closing words and chalice extinguishing: Meeting was adjourned at 8:30 PM.

At this point the Board went into Executive Session to discuss renewal of Rev. Tony's contract.

Respectfully submitted,  
Paula A. Snedeker