

**UUCM Leadership Team
Minutes July 19, 2021**

The meeting was held in person at the church beginning at 7pm. **Present: Nancy Burton, Trish Schneider, Janet Hiller**

The church **Bylaws may need to be changed**. Nancy spoke informally with a lawyer for the Universal Health Care Foundation, who said there could be legal ramifications re: using the term Leadership Team instead of Board of Trustees. We need to make it clear that the LT has the same rights and responsibilities as a board of trustees. Janet will write a proposed bylaws wording change and share it with the LT. (Update on July 21: The Bylaws change authorized by the Annual Meeting June 19, 2021 seems to make this clear. Nancy will show the wording to the lawyer.)

If we are going to make the above bylaws change, we will also change Article VIII Sec. 3 to authorize electronic notification for annual and special congregational meetings.

Rev. Tony's contract:

- UUCM and MUUS have not yet entered into a covenant "specifying how we will work together to advance our individual and joint ministries, resolve disagreements," etc. (Section 1.2.4 in the contract.)
- We have fine-tooth-combed the contract, and Janet has made mechanical corrections and clarifications. We also have a few questions for Denise Pedane of MUUS re: the substance of the document.
- Nancy will contact Denise re: meeting to go over same.

Preparation for combination meeting with previous Board of Trustees:

- Hear from them what items of business they think we should address soon.
- Hear from them what they'd each like to continue doing for UUCM and what they'd like to drop.
- Provide closure to the members of the BoT, a couple of whose terms hadn't expired.

Finance:

- Trish told us to monitor cash flow, whether bills are being paid on time, and whether she has had to dip into the Reserve funds to pay them. (Reserve funds include the Memorial Fund, CYRE funds, Stop and Shop seed money for gift cards to sell. Total: about \$12,000.)
- There will be a deficit for '21 of about \$900.
- The '22 budget will start with a deficit of about \$17,000.
- Trish will tell us about bills we should be aware of.
- Trish will try to get the fee for online banking eliminated.
- Trish will contact the bank to change the signatories on our account(s).
- Trish will ask Steven Nahas if he'd be willing to do some Servant Keeper entries, gratis.
- Janet will review the instructions she wrote for a substitute Collector.
- Janet will ask Ann Dougherty if she'd be willing to take the deposit to the bank weekly or semi-weekly.

Property:

- Would a manager suffice rather than a committee? Donna Stimpson is willing to serve as manager.

- Is there a checklist of tasks/projects/maintenance/inspections?
- Is Lou Rinaldi willing to continue to serve? Randy Heath is.

Contact with congregants:

We will update the congregation re: individual contacts in August.

For next regular LT meeting:

Plan for one-on-one meetings/calls with congregants.

Tasks:

- Janet will write a proposed bylaws wording change and share it with the LT.
- Nancy will contact Denise Pedane re: meeting to go over Rev. Tony's contract.
- Janet will email the edited document to the LT, and Nancy will send it to Denise.
- Trish will ask Jane Dioguardi to send the Meriden Police Dept the report on the 50/50 raffle.
- Trish will try to get the fee for online banking eliminated.
- Trish will contact the bank to change the signatories on our accounts.
- Trish will ask Steven Nahas if he'll do some Servant Keeper entries.
- Janet will review the instructions she wrote for a substitute Collector.
- Janet will ask Ann Dougherty if she'd take the deposit to the bank either weekly or semi-weekly.

Respectfully submitted, Janet Hiller

Next meeting: Wed. August 11 at 11am with Rev. Tony Lorenzen