

**Leadership Team
Minutes June 28, 2021**

The first meeting of the re-visioned leadership team of the Unitarian Universalist Church in Meriden was held at 10am Monday June 28, 2021 at the church office. All three members attended: Nancy Burton and Janet Hiller, co-presidents, and Trish Schneider, treasurer.

Items to be considered:

- Rev. Tony Lorenzen's contract
- Plans for opening the church to worship, renters, and events
- Emergency pastoral coverage in July
- Plans to reach out to individual church members
- SJC's plans for a dance party fundraiser
- Getting together with the former board
- Security camera system

Agenda discussion/actions:

- Nancy will contact Denise Pedane of MUUS re: UUCM input on **Rev. Tony's contract**.
- **Worship will be conducted indoors beginning in September**; summer worship may be moved indoors if the weather dictates.
- Rentals: Nancy will write an announcement that we are **opening for worship and for renting**. She'll also notify Donna Stimpson for her AI Anon meetings.
- Trish will email us the existing **rental agreement** for our information and any possible tweaking.
- Nancy will ask a **minister** she knows whether she could provide **emergency pastoral care**.
- Nancy will write a **draft text for reaching out to members** and send it to Trish and Janet. Trish will email the final draft via Servant Keeper. In August the LT will phone members to check in.
- The **SJC fundraiser dance party** is tentatively planned for September.
- Nancy will send a **Doodle Poll to the LT and the former Board** to set a time to convene together. This will give closure to the former board members and provide an opportunity for the LT to learn about unfinished business.
- Security camera: Nancy will check informally with some individuals before we ask Randy Heath (property chair) for a formal search.

Off-agenda discussion/actions:

- The LT may have to go to People's Bank to change signatories on our account.
- Trish will send us the Membership Directory.
- Communications: Trish has been doing this; what tasks can be given to other people?
- Jane Dioguardi will do the Office Admin work two days a week. Would Steven Nahas do some work as a volunteer?
- Trish will send us the admin checklist created by Jane.
- We'll create a script for our phone calls to members.
- In July we'll check with Randy Heath re: items that need doing: filling holes in the lawn; fire extinguisher inspection, furnace boiler cleaning; cleaning the kitchen, kitchen inspection.
- Thanks to Diane Szymaszek for leading the Tag Sale: Nancy will get an Avanti gift card; Janet will write a note, and we'll deliver same together.
- Nancy will write a note to Paula Snedeker thanking her for her service as Clerk and wishing her well in her spiritual journey.

Tasks:

- Nancy will contact Denise Pedane re: Rev. Tony's contract.
- Trish will email us the existing rental agreement.
- Nancy will write an announcement re: opening the church for worship and for rentals.
- Nancy will contact a minister about emergency pastoral care.
- Nancy will draft some text for reaching out to members.
- Trish will email the final text via Servant Keeper.
- Nancy will send a Doodle Poll to the LT and the former Board re: getting together.
- Nancy will make informal inquiries about security cameras.
- Trish will send us the Membership Directory. (Done. She also sent the Excel member list.)
- Trish will send us the admin checklist.

Respectfully submitted,
Janet Hiller, Co-President/Clerk