

UUTC Board Meeting Minutes
August 24, 2023@ 5:30pm

Present: Jill Beach, Glenn Cockerham, Ian Cowie, Mike Griffith, Vicki Held, Phillip Thomason, Kay Webb, Rev. Bob Renjilian, and RK Young.

Welcome, Check-In: The meeting opened with a check-in among those attending and a reading by Jill Beach.

Approval of the Minutes: The July 27, 2023, meeting minutes were approved via email vote on 07/31/23 and sent to the Administrator for publishing.

Approval of Email Votes: *Kay Webb moved to accept the following email vote for inclusion in the August minutes; the motion was seconded by Glenn Cockerham and approved.*

07/29/23 – Motion to accept the minutes from the 07/27/23 Board Meeting was made by Phillip Thomason and seconded by Kay Webb; motion was approved on 07/31/23.

Standing Updates: The following reports were accepted for the record:

Minister's Report – The Minister's report was shared with Board members prior to the meeting and highlighted Rev. Bob's activities related to identified focus areas and target goals since the July Board meeting.

Areas of Focus:

Pulpit & Worship – Provide a meaningful worship experience for a wide variety of congregants. Since the July report, Rev. Bob led two Sunday services, with three led by guest speakers. With no Soul Matters theme for the summer, the topics of the services were diverse.

Community Building – Facilitate and expand the connections which already exist between the UUTC congregants and the larger community.

Rev. Bob led two of the Thursday Men's Group in-person sessions; he attended the Chamber of Commerce and the Rainbow Alliance meetings; he joined Social Action Team meetings at the Haven as they promoted UUTC involvement in their community garden; he attended the reception for the new school superintendent at the Mary C. Jenkins center.

Social Justice – Challenge the congregation to address social justice issues directly.

Rev. Bob continues to meet with the Social Action Team, looking for ways to engage greater participation by the congregation; his August 20 sermon encouraged a move to adopt UUA's proposed 8th Principle on anti-racism.

Target Goals:

Pulpit & Worship – Draw from other religious traditions in worship services at least twice a month.

Rev. Bob included Christian, Buddhist, and Ethical Humanism texts and wisdom in the two services he led in August.

Community Building – The minister will reach out to a variety of congregants to learn about the connections they have already built in the larger community.

Rev. Bob reported that he continues to meet with the Social Action Team, focusing on increasing congregational involvement; the Team intends to conduct a broad survey with the congregation.

Social Justice – Explore the difference between social justice and social action in sermons and activities.

Rev. Bob's April 16 message focused on this topic. The theme will recur in services through the year, though the direct comparison was not a part of his August messages.

Special Ceremonies or Recognitions:

Rev. Bob noted that a memorial service is being planned for Tim McGann on Saturday, September 23.

Other Items of Note:

He reported that he was interviewed by a leader at Sharing House as part of their community survey of “How are we doing, how are we seen”; he commended the folks who prepared and led the August “New UU Class,” which brought in nine new members and shared that new member recognition is being planned for September; he reported that, in preparation for the CPR and AED training on August 27, he is looking at what churches do about individuals who want their “DNR” to be honored outside of medical facilities.

Treasurer’s Report – Mike Griffith shared the August Treasurer’s Report with Board members prior to the meeting. There was no July Financial Report, as some expenses have not yet been accumulated and entered. Pledge revenues show the expected early-year higher-than-budget trend, as some pledges were paid in the previous fiscal year and have just now been entered in the current fiscal year.

Operations Report – RK’s August report was shared with Board members prior to the meeting. ~ In the area of *Space Use*, RK reported that Common Cause NC will use UUTC facilities to host a “#UniteNC Town Hall” meeting on September 6, paying our standard use fee; two other outside groups have indicated their intent to utilize UUTC facilities this fiscal year ~ In the area of *Staffing*, at RK’s request, Trisha Wesley has enrolled at BRCC to take courses to better prepare her for church administration, beginning this semester with Microsoft Office. Chelsea Caldwell continues to work with Sue Gervais to help ensure that current and past accounting match up and continue forward seamlessly during the changeover in software and bookkeepers; RK anticipates that Sue will continue to consult with Chelsea through September. ~ In the area of *Finance*, RK shared that the 23-24 FY Budget will cover the essentials, and she would like to see the Finance Committee focus on envisioning ways to create revenue streams outside of congregational pledges; she hopes to not ask much from the congregation on Giving Tuesday unless there is a clear and compelling need, such as safety infrastructure. ~ Finally, in the area of *Safety*, she reported that UUTC will take advantage of BRCC’s launch of coursework for Church Safety in September. At least one UUTC member will attend the introductory course.

Administration Committee – Kay shared that committee members are reviewing the current Bylaws to prepare recommendations for revisions; a report with recommendations should be ready for Board consideration at the September meeting.

Finance Committee – Gail Meyers shared the 08/14/23 Finance Committee Minutes with the Board prior to the meeting. Ian Cowie attended that meeting to welcome new members and describe the vision, challenges and important issues of the coming year with the committee. Gail was elected to chair the committee. Members reviewed and discussed the committee Operating Guidelines; they will consider revisions of the guidelines at the next meeting. Gail reported that, since the August 14th meeting, Rick Laws has accepted the position of Chair-Elect and Judith Moore has accepted the position of Secretary.

Old Business:

Recommended Revisions to Bylaws – Recommendations will be presented for Board consideration by the Administration Committee in September.

Minister-Ministry Review Update – Ian updated members on the first meeting of the Minister/Ministry Review Task Force. The Task Force reviewed documents used in the previous year’s assessment and established a timeline for this year’s review process, with the intent to

complete the evaluation by November 1st. Meetings are scheduled at two-week intervals, with the next meeting on September 13th.

New Business:

Treasurer-Elect Position – Ian announced that, since the July meeting, Victoria Kerr had contacted him to resign as Treasurer-Elect. Per Bylaws, it is the Board's responsibility to appoint a UUTC member to fill the vacated position and complete the term of Treasurer-Elect for 2023-2024, with the expectation that this individual will be a nominee for Treasurer in 2024-2025. Ian will begin discussions with other leaders to identify possible members to approach to fill the position.

Directive to Finance Committee – To provide direction to the newly staffed Finance Committee, ***Ian made a motion to direct the Finance Committee to make policy and procedural recommendations for the purpose of managing UUTC funds in keeping with congregational objectives, to follow recommendations from our Vision Statement to be fiscally responsible and transparent, and to develop diverse revenue sources. Mike seconded the motion. After some discussion, the motion was approved unanimously.*** Ian will meet with Gail to discuss the directive.

Right Relations Task Force – The Advisory Council is responsible for recommending members willing to serve on this Task Force to the Board each year. Ian is in discussions with Michael Solomon, Chair of the Council; the Council will make recommendations to the Board for consideration in staffing the Task Force.

Safety Task Force – President-Elect, Phillip Thomason, agreed to chair the Safety Task Force. Additional members will be sought and named to this Task Force as soon as possible. To provide direction, ***Ian made a motion to direct the Safety Task Force to review current policy and procedures that make the UUTC campus safe and to make policy and procedure recommendations for maintaining and increasing protection of all who enter the UUTC campus (including UUTC's online environment). Phillip seconded the motion. After brief discussion, the motion was approved unanimously.***

Board Covenant – Ian shared an overview of the meaning of "covenant" in the Unitarian Universalist faith. To review the current Board Covenant, adopted in November of 2011, each Board member read aloud a section of the Covenant. At a future meeting, Board members may choose to update and adopt a revised Covenant.

Board Calendar Review: September/October– Staff holiday bonus recommendation, Insurance Review by Finance Committee

Next Scheduled Board Meeting: September 28, 2023 @ 5:30PM

Adjournment: The meeting adjourned at 6:30PM.

Respectfully submitted,
Kay Webb,
Secretary