

## OPERATIONS REPORT — NOVEMBER 2023

### SECURITY & PLANNING

NOVEMBER 27

UUA's "Side With Love" group is hosting a heavily-subsidized digital security course in January and February of 2024 (2 webinars) that allows us to train a team of 5 for only \$100. This covers everything from phishing threats to VPNs and social media. Besides myself, I fully expect to have Trisha on this team, but have reached out to others, with the intent of being able to produce a short program for the congregation afterwards. We can do all we can on this end, but bcc: use in emails persists among non-staff members of the congregation, and that is a threat to all of us. This expense would be allocated to the Safety line.

The Safety Task Force meets again on Wednesday, and a representative of the Brevard City Police will be in attendance to give their feedback on building security.

Kathryn has installed the network-attached-storage (NAS) and has a working backup in place for the Mac. She has not taken down the existing NAS — she is verifying the hardware by crashing her own MacBook before implementing the change on our network.

### CAMPUS & PROGRAMMING

This month, I want to call out Donna Reyburn for initiating Thanksgiving at UUTC. This was a well-attended and joyous event — some people completely unknown to me were in attendance, demonstrating that our "community" is much larger than our Membership. Over 500 people receive the UUpdate each week.

In addition, the Interfaith Service of Thanks, organized entirely by Rev. Bob, was another huge success. A recording of the event went out with Monday's AfterWord, but there is no way the recording could replicate the feeling of being in the room.

Online, we are up to 176 subscribers on our YouTube channel, with 10 new subscriptions in the last month.

CRE is renewing "Santa's Workshop" this month. This activity lets parents drop off their children to make crafts or presents for their parents or others while giving parents a little time off. In addition, Kevin and Trisha are plotting a new summer camp to be offered in addition to Chalice Camp. This may be a teen camp called "Adulthood 101," where teens can learn the evils of financing (and insurance, and payroll taxes, and...) and gain some hands on skills such as cooking a meal, changing a tire or building a birdhouse to learn how to use some basic tools. This camp would be open to all genders, but would be sorted so that boys don't "take over" for girls in these activities (or vice versa).

### FINANCIALS

Both our summer camps have some new funding to work with, thanks to a generous local donor who manages their own 501(c)(3). This donor is interested only in helping to provide for summer camps. We

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would conduct the camps according to our Principles—the donor is not interfering in the way Kevin & Trisha plan or execute. We would bill the nonprofit for a fixed price per child. The donor just wants to increase opportunities for children and youth in the summer. This would require a bit more record keeping, but I believe that Trisha will be able to produce what is needed by the donor for their records. This donor found us at HalloweenFest and the new card we were using.

I made a request of the Board to permit donations to the Sustainability Fund in November. To date, we have received \$10,100 to help replenish this fund. I am expecting an additional \$1500, but am losing hope that these gifts will make it into our account before December, **so a new motion will be required to permit these gifts to go into the Sustainability Fund.** Or, the motion could simply be to pre-approve gifts to the Sustainability Fund, since this is a Board Fund, and not something outside our financial operations.

Along these lines, I have changed a procedure for Memorial Gifts. Up until this month, gifts made in remembrance/honor of a deceased member were deposited into the Gifts & Memorials Fund. This Fund, which has been used to purchase “trees” for the memorial garden, is sitting at a fairly healthy \$5000. Since our Sustainability Fund is the most fragile at this time, new gifts will go there to help rebuild that fund. Memorial Gifts do not typically add up to significant income in a given year, but until we restore the Sustainability Fund to pre-Covid levels, I think it should benefit from these donations.

### STAFF

I asked staff at today’s staff meeting about their points of pride for this calendar year. Kevin, besides Chalice Camp, has been happy with the feedback he has received about the Words of Wisdom, which he is typically basing on Soul Matters story recommendations. Trisha is proud both of Chalice Camp, and of her new skills in Microsoft Office, which she is using almost daily, now. And Chelsea is delighted to have managed the Transition from ACS to Realm, and is now working without assistance from Sue Gervais or Gail. She feels that she has a real handle on how UUTC runs.

Trisha’s next two classes will be covered by scholarship funds. Chelsea is now pursuing this, as well, to take courses in the next semester on non-profit accounting and payroll. The non-profit accounting course doesn’t come along often. This may be another situation where the Board may need to approve an expense for professional development.

In Covenant, RK