

OPERATIONS REPORT — OCTOBER 2023

SECURITY & PLANNING

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Due to trainer conflicts, the CPR/AED training scheduled for the 22nd of October was cancelled. Trisha is working with the trainer to select a new date in February, if possible. It does appear that to get our “preferred” date, we may need to pay for training the next time. The fee is under \$200, if that comes to pass.

The Safety Task Force had another good meeting last week, and is in support of a safety Team — we seem to have consensus on the name “Sentinels” for this team. Based on data from 911 and from Church Mutual (our insurance agency), part of this Team’s work will be offering an annual CPR/AED training and careful examination of the building and grounds for trip hazards, as 50% of all injury claims are the result of falls. There was some exciting brain storming around this data, and how the Team can be supportive of the overall health of our members and not just responsive to any threats that might emerge.

Another issue has come up, that I alluded to last year, in that our onsite image backups of the financial computer and the AV Mac’s digital assets no longer fit in our Network Attached Storage (NAS) RAID. Unlike a standard external drive, NAS works continuously in the background and is redundant— if one drive in the RAID dies, there’s a fifth hard drive to take it’s place. There’s more, but I’ll spare you those technical details, except to say that the Synology NAS Kathryn has suggested can also backup Google Drive, and I think having a “physical” backup of Board records would be a Good Thing. ***What I am proposing is upgrading our NAS RAID to the solution Kathryn Burleigh (former systems analyst) recommended last year*** — it is slightly less expensive this year, coming in just under \$1900 for a RAID populated with 5 12TB disks. She originally specified 10TB drives, but the 10 & 12TB drives are the exact same price, now. Data safety, with cloud and onsite backup solutions, is part of our Financial and Operational security. This year’s AV Tech budget was set at \$1000. Since this expense would be nearly double their entire budget, (and in excess of other needs for them this year), I need Board approval for this expense.

SPACE & PROPERTY USE

By the time we meet, the annual meeting of the Glen Cannon Property Association will have taken place. Their Board has developed a real appreciation for the skills of our AV Team. Coming early in November, the Citizen’s Climate Lobby (CCL) group is scheduled to use our Social Hall for a two-afternoon watch party. The CCL group may or may not become a fixture... in addition to your votes on this topic, I am reaching out to the Social Action Team to engage them in this process. I think it is important for this Team to know how UUTC is engaged in supporting the work, even when it doesn’t require our volunteer hours. They may be the volunteer leaders we need for this meeting— as of this writing, that has not been decided.

I scanned you a letter we received as a gift thank you from one half of a lesbian couple who had recently married and were having a reception on October the 7th. Her mother, faced with \$600 table rental charges, had reached out to us to see about renting tables from UUTC. A couple known to us

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were to host the event in their backyard. I offered the mother the tables and chairs free of charge, though she did make a contribution after recovering from the event.

Also put to use in the community— we supplied spoons and forks to a Brevard Philharmonic dinner event for the musicians. Again, I did not ask for a rental fee, but a donation was made. In both of these requests for assistance, I felt that being supportive of our community was more important than the small rent we would make. In the case of the flatware, we made more via donation than I would have charged. Both requests were for the same weekend — right before Souper Sunday. Both parties returned their borrowed goods promptly on that Sunday morning.

FINANCIALS

Our meeting with Jackie Toone, a UUA Retirement specialist, confirmed that based on Rev. Bob's compensation, our retirement contributions have all been met as required. The confusion stemmed, I believe, from budget lines being higher than necessary to cover the Minister's salary and benefit expenses. If the Board plans to raise the Minister's compensation, remember that a specific Board motion will need to be made, and that the new numbers then approved for the annual budget.

Sue Gervais has created the template within Realm that generates a more complete Balance Sheet, as we are accustomed to her giving us. She has also created the template for the Revenue and Expenses that were standard in the last fiscal year. I am personally very grateful for her work on this...it simplifies our reporting of the congregation's finances, and provides superior fiscal guidance to the templates included in Realm. Sue is continuing to complete the end of year reconciliation between ACS and Realm through June of 2023. Chelsea is doing the work of the current fiscal year.

Judith Moore, Michael Solomon and I met with Stewardship for Us program director Mark Ewert. Judith had taken the initiative to attend a webinar offered by them that I shared with FinCom. This guy knows his stuff. (You are likely to hear more about this at a later date.) He recommends a "sustainability fund" separate from the operating fund... the description matches that of our "restricted reserve." From a marketing perspective, I think "Sustainability Fund" feels better, and makes it more clear what purpose the fund serves to the average member. I recommend this name change. A Board motion for reference purposes would help with historic data, but the fund is not mentioned in the Bylaws or the Policy Manual, so no changes would be needed to those documents.

FUNDRAISING

HalloweenFest is less than a week away from this writing. To date, we have cleared our expenses on the e-bike, but that is all. Two points of downward pressure: a recent news article on the death of a child who was riding a RadPower bike with a friend on board, and the fact that a bike with a throttle is not permitted on the city's trail loop in the new bike plan.

Again, if you have a social media account, please share the link from UUTC's Facebook or Instagram page (or mine).

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Giving Tuesday — This year, I think a request for gifts designated to the Restricted Reserve/ Sustainability Fund would be appropriate, since we have only a month's worth of expenses at the ready.

STAFF

From Trisha Wesley: "I am currently completing 2 classes this quarter to add to my Office Admin Certificate goal. Starting in 2024, I will have 2 classes left out of the 5 required. I have applied for a scholarship to pay for the classes, but just in case I was seeking help from UUTC. The cost for 6 credits is \$456. I would love for the board to consider helping pay for the cost. I am planning on using my acquired skills in my position at UUTC." In Trisha's first class, on Microsoft Word, she earned an A.

Our budget only has professional expense lines for Rev. Bob, myself (\$1000) and DCRE (\$300). I am prepared for us to use my allocation to cover this cost this year, if needed. Trisha is getting this certification at my suggestion to be better equipped to meet the administrative needs that UUTC has — she will be using what she learned in the first course in support of the Pledge campaign.

OUTREACH

Four new members will be signed up by the end of the week. In addition, I've had a conversation with David Blackwell about doing some content creation for our YouTube channel, and eventually working with our older youth on doing the same. He is eager to contribute, and excited about the possibilities. You may have noticed Don Lander's photography backing one of the hymns on Sunday— he's a "content creator," too! David has a gmail account, so he will be able to help manage the storage of assets.

For HalloweenFest, we are adding a "Dance Circle" to our booth. Well, actually just in front of it. Trisha has created a danceable Spotify playlist on an UUTC iPad and will play that through a Karaoke device she has.

In Covenant, RK