

Minutes of the Monthly Board Meeting via Zoom July 6, 2022

Present: Moderator Bruce Pollack-Johnson (BPJ); Treasurer Nicole Bartle (NB); Secretary Jane Hain (JH); Trustees Anne Geheb (AG); Catherine McCoubrey (CM); Anam Owili-Eger (AOE); Stephen Workman (SW); Minister McKinley Sims (MS).

Absent: Assistant Moderator Leslie Ferron-Smith (LFS)

CHALICE & GATHERING WORDS: 7:10 pm.

1. WELCOME CATHY & ORIENTATION:

- 1.1. **Default Board Meeting Day and Time:** Next Board meeting – August 28, hopefully in-person, after the service if it is agreeable with LFS and MS. Default day is usually the first Sunday of the month after the service.
- 1.2. **Documents (Board Webpage):** No action.
- 1.3. **Board Covenant:** The board voted unanimously to the updated covenant. See: https://www.uumtairy.org/pdf/board_covenant_2022-06-30.pdf

2. BRIEF REPORTS/UPDATES:

- 2.1. **Minutes:**
 - 2.1.1. June Meeting: Motion to approve with BPJ's slight edits: NB; Second: SW. The minutes were approved.
 - 2.1.2. Annual Meeting minutes were approved as well.
- 2.2. **Minister's Report:** Written report is posted on the board webpage. No other information.
- 2.3. **Treasurer's Report:** Written report is posted on the board webpage. We're showing net revenues of just over \$7,000. NB reported that we received \$196,000 in pledges, a new high!
- 2.4. **RE Report/Our Whole Lives (OWL) Update:**
 - 2.4.1. AOE reported that the search committee has a very strong candidate (Julie Rigano) who is local, a lifelong UU, and prefers to work with a smaller congregation. She has been a volunteer teacher, and a member at First Unitarian in the city.
 - 2.4.2. There is another possible candidate but hasn't submitted all the required data by the July 1, deadline. There was also a query from the UUA posting after the deadline asking if the position was still open. AOE will return calls with those to thank them.
 - 2.4.3. BPJ requested confirmation that Courtney H and Linda PJ concur with the decision to hire the candidate who has submitted all the information. Who would send an agreement letter etc? NB asked what the procedure was with Joanna and if we have an offer letter template. BPJ and AOE will look into whether we have offer letters on file etc. The board thinks that the letter should come from BPJ and someone from the search committee. MS would

review her work annually after the 3-month trial period, but the board has hiring/firing power. (See Personnel Manual for more specifics)

- 2.4.4. BPJ asked if she has been trained to facilitate OWL. MS offered that she has had some training but it may not be with this age group. . [Update: she is trained for grades 7-9, which is what we will be doing.].BPJ offered that she may be present at the next RE meeting which is July 7, and can be asked then.
- 2.4.5. **DECISION:** The board agreed to approve the RE candidate's employment.
- 2.5. **Buildings & Grounds/Aesthetics:** JH presented two options for a tagline addition to the lawn sign. One had larger text than the other. The board agreed to send the option with the smaller text to Rodon for a quote. The sign will be ordered when there is sufficient funding to pay for it. The budgeted Name Change funding has been spent.
- 2.6. **Justice Council Report:** There is a written report on the board page. There will be a POWER Northwest Cluster meeting on July 10 on voter registration, with representation from UUJusticePA, (POWER & UUtheVote).
- 2.7. **8th Principle Team:** There is a written report on the board page. Two groups will be meeting this summer connected to the Widening the Circle recommendations, involving Inclusive Decision-Making and Radical Hospitality teams along with the membership committee to connect with visitors.
- 2.8. **Finance Committee:** No action.
- 2.9. **Membership Committee:** Two people were reinstated to membership.
- 2.10. **Music Director Search:** AOE reported for LFS that there is a potential candidate but the woman (Rhetta Morgan) has not yet submitted a resume. BPJ has contacted her to send information in. Another possible candidate is Gary ????? who has submitted a resume. Both look promising. Gary is quite skilled on the piano where the woman says that is not her main interest. AOE is not sure what the status is at the moment.
- 2.11. **RE Position Search:** See 2.4
- 2.12. **Building Use:**
 - 2.12.1. Security: MS submitted a grant request for \$3,500 for a new security system. We would still need to replace the keypad. The new system would use access cards instead of keys. He feels our current system may not be adequate in the future if we house people more often. BPJ reported that one congregant has strong opposition to abortion and might be against the use of the building to shelter women seeking one.
 - 2.12.2. Flea Market: AG and Deb G would like to plan a flea market on Saturday, September 17, both in Fellowship Hall (FH) and outside. Past donations have been removed from the closet in FH by B&G and were donated to GreenDrop though some new items have been added. Collecting summer donations could be complicated by the PIHN family who is presently staying in FH. SW said that PIHN is hoping this will not be a long-term visit. AG suggested waiting until after the first of August to begin collecting items on Sundays and on Thursdays late afternoon. (Mike F has a key/code if necessary) She will write an article for the weekly newsletter.

3. UPDATES AND ACTIONS:

3.1. Vote to Offer Intern Position:

- 3.1.1. BPJ, LFS and MS met with Shea Dively last week. She is a member at Buxmont, is an accountant, was a chaplain at Children's Hospital, and has done divinity coursework at Vanderbilt. She has expressed that she also wants to work on her administration skills. The plan is that she will work 15-20 hrs/week with no salary for the span of two years. BPJ requested that some funding be added to the budget next year for some additional professional training as well as putting money aside for the next intern we might choose to train.
- 3.1.2. SW stated concern as to whether MS felt he could handle the added responsibility. MS says this opportunity has been on his "to do" list and he feels comfortable if there is a strong support committee to help. He feels his position will be more "refinement" than actual teaching since she has already has a good understanding of "ministry". He also feels that she will be a strong asset to the congregation. Some members of the board were not overly excited by her sample sermon but BPJ was more impressed following their personal meeting. BPJ added that she has an interest in working with OWL as well.
- 3.1.3. Two people (Linda H and Jessica H) have volunteered for the necessary five-member committee. MS recalls that there was a third but he couldn't come up with the name at the moment. Other suggestions were Portia H and LFS because we are hoping to have more diversity on the committee. This committee would be responsible in part for annual reviews and reports.
- 3.1.4. **DECISION:** The board voted unanimously to accept Ms. Dively as an intern. MS will phone her with the decision.

3.2. Buy Picnic Table:

- 3.2.1. There will be at least two summer picnics on the grounds this summer. CM wishes to have the congregation purchase a metal and composite table to seat 8 from Amazon at the cost of \$500+ to be assembled and put in the playground in the shade. She would like to have it in place by July 31, for the first picnic for 8 if possible.
- 3.2.2. MS asked how this helps the congregation live out our mission, and whether we could solicit donations. NB offered that we could use \$250 from the fellowship budget line. BPJ and AOE felt that the purchase would also offer an aesthetic boost for the community and possibly for a new RE coordinator. SW brought up possible monies left over from the installation though that might no longer be available if it was folded into creating the new budget.
- 3.2.3. CM agreed to write an article for the weekly newsletter asking for donations but she wishes to order the table immediately. It could be sent to the church but someone would have to accept it upon delivery. AOE might be able to do that. Others might be able to assemble it.
- 3.2.4. **DECISION:** The board voted to accept the plan to order the table, use the \$250 from the fellowship budget as a matching option, and ask for donations. It was approved by a vote of 6 for and 1 opposed.

- 3.3. **Storage for Flea Market:** AG will look at the “stuff” in the closet in Fellowship Hall in August and determine what, if any, will be kept for the flea market. The items not destined for sale will be boxed and sent to GreenDrop. Donated items can then be stored in the closet.
- 3.4. **Calendaring:** No action.
- 3.5. **Coffee Hour Plans/Hospitality Teams/Radical Hospitality:** BPJ suggested expanding hospitality teams to include a coordination concept with the membership committee. This would involve keeping track of newcomers and physically chatting with them to find their place in the congregation, etc. CM feels we should be more intentional about building a process for helping new people grow in the congregation. She also asked if we can find a leader to coordinate teams... maybe Brenda R. BPJ: Are there any board members interested in brain storming before the August meeting? It would be good to gear up for now. AG felt that it was important to get coffee hour volunteers established before introducing food to the mix.
- 3.6. **Building Use/Alarm System: PIHN, N’COBRA, (Office, Meetings, Town Halls):** Refer to para 2.12.1 and 2.12.2.
- 3.7. **Music until we get a Music Director:** No action.
- 3.8. **Tagline Added to Sign (also New BLM Banner):** Refer to para 2.5.
- 3.9. **Clothes Hangers from Installation/Kathy Ellis Portrait Location:** One coat rack could be located in the glass vestibule leading to the sanctuary, or we could sell one at the flea market. No action on the portrait.

4. FUTURE PLANS:

- 4.1. **Board Retreat:** No discussion.
- 4.2. **Next Meeting:** It was agreed to meet on Sunday, August 28, in-person, following the Sunday Service. See para 1.1.

5. WRAP UP AND CLOSING WORDS:

6. EXTINGUISHING THE CHALICE: Meeting Adjourned: 9:10 pm.

TASKS:

MS... Phone Ms. Dively to inform her of the board’s acceptance as an intern minister.

AG Write an article for the weekly newsletter concerning donations for a flea market.

AOE Return calls to those RE candidates who have not sent resumes to thank them.

BPJ..... See if any board members are interested in a brain-storming session about radical hospitality before the next meeting. (See para 3.5)

BPJ, AOE .. Look into hiring details for RE Coordinator. Ask Courtney H and Linda PJ to check into the proper protocols for hiring procedure. Who would send an agreement letter etc? The board thinks that the offer letter should come from BPJ.

CM..... Write an article in the weekly newsletter asking for donations for a new picnic table.

Have these tasks been addressed?

SW Resend the aesthetics proposal he wrote in January. AG, AOE and perhaps BPJ

offered to help with planning a solution to the housekeeping/hospitality issue.

AOE ????? Telephone two candidates to let them know that the committee may be considering their RE candidacy.

NB Ask Tim S if he has more accurate information on the roll-over funds left from before MS was hired.

BPJ, FC, MS... Collect long range plan information.

MS Check our present building insurance to see what's covered.

SW Re-write the PIHN handbook to comply with new restrictions.

Next Meeting: Sunday, August 28 at 12:30, in-person, if it's okay with LFS.

Respectfully Submitted, Jane L Hain, Secretary