

First Jefferson UU Church Board Meeting
19 April 2020
Minutes of the Meeting (Approved)

Meeting was Zoomed to order at 1:00 PM.

Board members present: David Winkowsky, Dan Sexton, Paul Schattman, Guy Thornton, Jo Burnham, Brian Skinner, Mary Anne Clark

Also Present. Annie Foerster, Turner Bridgforth, Patrick Gutierrez

A quorum was verified. The full board was present!

Rev. Annie lighted the virtual chalice on her cell phone! What Roosevelt really said about fear.

Agenda reviewed and updated for discussion of staff payment, and PPP, since it's related. We'll also discuss the pledge drive so Patrick can get on with business.

Visitors: Julie Hevelone, Elizabeth Warren.

Pledge Drive Update: Dan and Patrick report that pledge drive is proceeding a little slowly. We usually have more returns by this point. We are about 1/3 short of our budget goals at this point. We need to watch how things progress over the next few months. We can check with people who usually do autodrafting, because they don't always submit pledge cards.

MAC read the Board Covenant

The minutes of the March and supplementary April meeting and the minister's report were presented for approval. All approved.

Process observer: Jo

Timekeeper: Dan

Board members all checked in

Spiritual practice reading by Paul Schattman. Winnie the Pooh. "How can you get very far, if you don't know who you are...."

David commented in the Educational minute about the video about leadership made during the General Assembly. (Oops, I forgot to watch it) Brian commented that one comment was that it's OK to hold volunteers accountable. You're building a rock wall with materials that may not exactly fit together. Those of us who didn't watch it before will now do so.

MAC reviewed the updated action items list, which is getting quite long since access to the church is restricted.

Break at 1:50

New Action Items:

May Congregational meeting agenda: We need to advertise the agenda to the congregation. Congregation meeting is 31 May. Items for the agenda: Budget and Leadership development committee. Vote on continuing with the name change can be delayed to November. Note on leadership development committee Annie says we have two volunteers and need a third.

Guy is looking into possibilities for holding the congregational meeting online. We need to choose something that will allow congregational members to comment or ask questions. Maybe pick something 3 weeks out so we can do a trial run. We need to know who cannot log in online, so their ideas can be heard. We need to send out requests for committed reports immediately. Set a deadline of May 5. David will send out the request, but board liaisons should follow up.

COVID-10 Status Report: Restrictions on worship services will continue through April. We will announce we are closed through May 3. Service that day will be recorded. We should meet online again on May 3 to decide on future actions. Approved.

Web conferencing. We do have two new Zoom licenses, one for Annie, one for the church, which we are now using. RE is going with Google Hangouts. Can we make the Zoom accounts available for other church groups? Can Karl coordinate use of the software? Right now David and Annie are in charge of the two accounts, but can set it up for other groups David will send out information on how other groups can set up the meeting.

PPP Status. Dan put in PPP loan application. Dan called them, and recently heard that the application is in progress. We might get a decision or even some money by next week. Application for \$18,700 for the next few months of staff payments. We need to decide whether or not to pay staff a standard salary instead of hourly. Wait for the new fiscal year to change the procedure.

Unclaimed funds status: We have unpaid funds for mineral royalties. We have to request restitution of those funds. David has also submitted a small request for a refund for returned business supplies. Currently queue status is that they have received the request, but not acted on it yet. On the mineral lease, Dan says we need more documentation to make the application.

Mischa Benefit Concert. Mischa has offered to do a benefit concert, online. Donations Maybe David Binde could help organize this? David W. will ask David B.

Eastside Community Assistance Disaster Relief. UUA has a disaster relief fund, and they are accepting applications for funds for Community assistance. David has made the request for \$5000. Increased demand for assistance because of job loss and also loss of volunteer staff. No response yet. Board has approved the action. David will keep Colleen in the loop, since she is our contact with them.

Pet Food collection for TC Food Bank. Jo is working with Karl on "Don't forget to feed me" pet food bank, to add pet food to the TC Food Bank supplies. Box in front of church to collect food for the food

bank. Will advertise it on the kiosk and the newsletter. Karl will bring the box in in the evening. Put something in the church newsletter. People with questions can contact Jo, or contact Karl to help reparcel the food.

Action item review was done. We will meet again on May 3. Dan and Patrick will wrap up the pledge drive.

Process review: Jo said it was a good productive meeting.

Paul has wished us a happy Lexington and Concord day.

Time: we are ending at 2:58, and used our time efficiently

Virtual Chalice was extinguished by Annie at 2:59. Remember that amateurs built the Ark, but professionals built the Titanic!

Action Item Update:

Topic	Who	Action	Due Date
May Congregational Meeting	David	Request committee reports, decide on venue, check congregational access to online.	5 May for 31 May meet.
COVID-19 Status	David	Stay closed through 3 May, meet 3 May to reevaluate	3 May
Web conferencing	David, Annie	We have two church Zoom licenses. David and Annie will manage access to other groups.	Ongoing
PPP status	David	David has applied for \$18,500 to cover staff salaries for immediate future.	Ongoing
Staff Salaries	David	Switch staff to salary vs current hourly payment.	New fiscal year.
Unclaimed funds	David, Dan	David has applied for returned business item refund. Received, but no action. Unclaimed mineral royalties. Dan needs documentation on mineral rights to complete application.	Ongoing
Benefit concert	Mischa, David Binde	Mischa has offered to do an online benefits concert for donations. David will check with David Binde about organization	Ongoing
UUA disaster relief	David	David has applied for funding for Eastside community assistance Board has approved. David will keep Colleen apprised.	Ongoing
Pet Food for TC Food Bank	Jo	Jo working with Karl on collecting pet food in outdoor box for TC Food Bank	