

## First Jefferson Board of Trustees Meeting

15 November 2020

Minutes of the Meeting (Draft)

Attendees: David Winkowski, Mary Anne Clark, Annie Foerster, Guy Thornton, Jo Burnham, Brian Skinner, Paul Schattman.

Visitors: none

The meeting was called to order by David Winkowski at 1:04 PM

Annie lighted an electronic Chalice

Certification of Quorum by Mary Anne

The Agenda was reviewed

Review of Covenant by Mary Anne

Appointed a Process Observer (Jo Burnham) and Timekeeper (Brian Skinner).

Everybody checked in and is more or less OK.

Spiritual Practice by David from a passage from Robert Frager: "My God is the ultimate source of all life and all good....The best thing to do with a gift is to use it well. Use it and maintain it. Use your intelligence to help others and work to develop it." ....

Consent Agenda Paul . Jo moved to accept and Paul seconded. Consent was unanimous.

Mary Anne reviewed and updated action items from the October meeting.

The Finance Report was reviewed by David.

David will review the Bylaws changes to make sure they reflect the congregational vote and to be sure additional changes are not needed.

David reviewed the name change discussion and actions. David asked for volunteers to serve on a name change committee. We have had some volunteers who have submitted position essays. The committee will consist of one board member plus 4 volunteers (unless we don't get 4 volunteers, and need to include another board member). The committee constitution will be approved at the January Board meeting. Annie suggests a relatively loose charge. Annie would like to meet with the committee. The committee discussion needs to be representative of the congregational views.

Annie discussed scheduling of a board retreat for the new board. Board retreat should be on Zoom before the Board meeting 17 January. New board members will be invited to the December 20 Board

meeting, but need not stay for the whole thing. Suggested 10 January for the Board Retreat (n.b. subsequently changed to 3 January).

Break skipped

We discussed Reverend Annie's compensation. Annie deferred the first three months of compensation, so we need to repay her for that. Paul suggested that we could pay that off in perhaps 6 monthly installments. We still owe her \$8700. David will work this out with Dan.

Upcoming Leadership Training: There are 3 online sessions in January, February, and March. David will remind new board members that they will receive informational materials soon. David will send the dates. Board retreat moved to 3 January to avoid possible conflict with the January Leadership Training meeting.

NTUUC Grant Report: Dan sent report to BOT members. Possibly NTUCC will after all be awarding grants? We still don't have an NTUUC rep attending those meetings. Annie will check on that.

Monthly COVID Status Review: Paul reported increased infection rates. Status quo.

In-Person Planning: Jo says reported that no in person meetings are contemplated for the immediate future.

Non-Internet Access to Zoom Calls. Some people in the congregation do not have either computer or cell phone access. David had Roy call into David's cell phone to test the possibility of conference call participation, so that might be a solution. Guy has looked into buying a toll-free number, but the affordable ones look sort of dodgy, and he has not yet identified a reliable vendor. Guy will also look into Google Voice.

Tech Fund Status. Do we need additional equipment to be able to manage Spectrum concerts? Patrick got a new sound board on Craig's List. Guy has bought a new video card for the streaming machine, which will work better than the current card. Command Center is under construction and progressing well. David enabled screen sharing for Guy to show us the Command Center. "Awesome," said Jo, who was quite correct.

No new business

Process Review. Jo reported no Trumps! Brain said our timing exceeded expectations!

Annie extinguished the E-Chalice. "Blessings....for the gift you will become on your journey..."

The meeting was closed at 2:10 PM.

**Updated Action Items for November 2020:**

Topic	Who	Action	Due Date
COVID-19 Status and Adult RE and other Church Meetings	Jo, Brian, Annie, Roy, Guy.	Full services still only online, but there is a planning committee for some small meetings.	Ongoing
Building painting and repair; dead tree,	Roy Brake, David, Joel	Complete painting building exterior. Large dead tree in Memorial garden has now been chopped down and chopped up by Roy Brake and others. Still are two more to go.	Ongoing
Renters	David	Sudbury school rent has been temporarily adjusted downward. Review in December	Ongoing
Pledge Drive	Dan	Suggestion by Dan Sexton in Congregational Meeting to increase pledge by 10% if possible.	Ongoing
Service Auction	Tina Harmuth, Annie	Service auction date set for week before and after Thanksgiving: November 21, December 5. Requests for donations are on Facebook. Solicit church groups for donations. Tina has tested the auction site.	Ongoing
Name Change	Board and congregation	Name change proposal reviewed at the November Congregational Meeting and a Timeline for action was suggested	Ongoing
Name Change Committee	Annie David	David has asked for volunteers for Name Change committee to represent congregational views. Committee membership will be approved at January Board meeting.	Ongoing
Service recording setup	Guy, Annie, Julie, Patrick	Service recording setup is underway . Recording cabinet is under construction. New sound board and video card should make streaming better.	Ongoing
Congregational Meeting	David Winkowski	Congregational Meeting was held November 8.	DONE

Mortgage payments	David Winkowski, Dan Sexton	UUA is currently accepting interest only on the mortgage payments. Some back payments have been made. Still have a couple to go?	Ongoing
In-Person Watch Party	Roy Brake	Jo and Roy have decided to continue monitoring the regional infection numbers , which remain high at the moment.	Ongoing
2021 Officers	Board, Annie	2021 Officer Slate was presented at the November congregational meeting and approved.	DONE!
Flag Replacement	Jo, Roy	New flag was hung this morning (15 November).	Ongoing
Leadership Training	Annie, David	Annie and David have prepared a new leadership training list. Training sessions scheduled for early January, February, March.	Ongoing
Communications Policy Committee	David	We need a communications policy committee to inform the congregation of the activities of various church groups.	Ongoing
Compensation for deferred salary for Annie	David, Dan	Reverend Annie needs to be paid for \$8700 in deferred compensation. Paul suggested that we could pay that off in perhaps 6 monthly installments	Ongoing
Noninternet access to Zoom calls	David, Guy	Noninternet access to Zoom calls to enable participation by people lack internet and cell phones. Conference calls a possible solution. Guy will look into purchase of a toll free number and of Google Voice.	Ongoing
Board Retreat	Annie, David	Board Retreat for before January 17 meeting. New board members should attend December 20 meeting. Retreat scheduled for 3 January.	January 3?