

## UUYO Board Minutes 2-23-2018

Those in attendance were Louisa, Andy, Molly, Joseph, John, Mindi and by phone Anita. Those not in attendance were Jeanne and Ralph. The meeting opened with the board covenant and a check in.

Reverend Joseph gave the minister's report. He talked about the structure developing. He said he will develop a summary of activities for the March board meeting.

We reviewed the previous minutes. Typos were corrected.

Louisa gave the Treasurer's report. There is an unusually high balance at the beginning of the year due to large donations at the end of 2017 to take advantage of expiring IRS deductions. Louisa talked about the fund liabilities, fund balances and the special appeal.

- There were no questions about the December or January treasurer's reports. Louisa explained the ordinary income versus the discretionary fund.
- The UUA changed membership fees from a set rate to a fairshare system beginning July 1 2018 (UUA FY 2019) based on percentage of income. Andy asked what the budgeted amount was and Louisa said it was \$6,400 and that our fairshare would be \$10,049. Andy pointed out that we are working on paying more and have been increasing our contribution each year. Andy suggested that we do some fundraising to increase the amount that we pay and that paying our whole fairshare is the goal.

Andy asked for a motion to approve the consent agenda. The motion passed unanimously.

The next item on the agenda was the 125th anniversary. Andy stated that he tried to get things started, but that he needed to reach out to Karen to get suggestions for others who could be invited to be involved. There may be a meeting in March.

The finance committee will be meeting next Sunday, March 4, with Ellen Satre leading.

The board discussed fundraising for 2018. There will be an auction in October with perhaps a Halloween theme. We could also have other fundraisers in the meantime if people were to offer ideas and be willing to volunteer.

The next item on the agenda was the UUYO Building Usage Policy proposed revision. A big issue was the gas bill for the last month was enormous. Heather was concerned about groups scheduling the building then not showing up. We have often heated an empty building. Joseph said he has been requesting a \$100 security deposit and the key deposit is an additional \$16. Joseph asked if anyone had received any comments from the changes? It was said that members of the church feel that they should be able to use the church for free, but we are spending money.

We are revising the building usage and hold harmless agreement. Louisa said there is a lawyer who is a member that we can ask about the legality of such an agreement. We can also ask our insurance man. Louisa said there is a meeting with the insurance agent set for Thursday at 10 where he will meet with Louisa, Joseph and Heather. She will ask him then.

Elevator and boiler inspections are due. The elevator is cleared to be used again at a cost of \$350.

Joseph asked if the board felt that when there are big events, such as weddings, held here we should have a staff member here. He said that in the past Heather came in. He asked if we should make it official that there will or will not be a staff member on site.

- Louisa said other churches' agreements vary.
- Andy said with the current cost of rental there is no room for hired help and that if we want to include a staff member there would have to be an extra charge.
- Joseph recommended that we offer Heather overtime for coming in as it is above and beyond her normal duties.
- It was asked if we should require a member of staff to be there. The general consensus was yes. Molly also recommended that there be a back up person if Heather is unavailable for some events.
- Andy asked if the required staff person should be only for certain events or for all. Anita asked if there was a record of all past events including frequency and duration. Louisa stated that we have not kept good records of past events.
- Joseph felt that it would be up to the church's discretion as to whether or not we require a staff person to be present.
- The charge of having a staff person was discussed. It was suggested that the charge be \$50 an hour before 10 p.m. and \$100 an hour after 10 p.m. with final determination up to the minister.
- Louisa suggested that we wait to make any decisions until after speaking to the insurance agent. Do we have to have a notary seal on the agreement? Andy suggested that we have 2 to 3 signatures in addition to that of the renter.
- The board decided that we would table the decision until the next board meeting.

The next topic was the committee on Ministry. The first meeting was last month and Molly reported that there were more questions than answers and members were not expecting the responsibilities of the group to expand like they have. Molly stated she is going to reach out to Renee with questions.

- There are several concerns including how best they provide support to Reverend Joseph.
- It was said that we should have a committee on ministry going at all times, not just in times of ministerial change.
- Molly wants to figure out what they need to do and how best they can go about doing it.
- One of their main goals is to open up opportunities to other members and more people involved.
- Joseph said he would like there to be a fair assessment and that we are reaching out to Renee because she is a valuable resource and would be happy to help.
- Andy suggested that we start out with what we are expecting and see what we can add to that to get to where we need to be.
- Molly said the committee was surprised by the amount of work expected of them and that they might like to scale back the model to fit with who we are. Anita asked why we would want to create more "busy work" for ourselves. If we do not need to do more then why would we?
- Joseph suggested that we get more feedback on what we wanted and how we are doing in order to decide best how to proceed.

The next item for discussion was the UU thank you's. This month John is responsible for sending out the thank you's. The list of people we are thanking this month is Jim Rak, Edna

Anabel, Jimma and Carol McWilson, Sarah Lown, Jeff Crouse, Gary Davenport, Lisbet White, Susie Beiersdorfer, Tim and Meredith Williams, Gwen Pfrenger and Minnie.

We discussed the share the plate committee. Andy asked if they could let the board know in advance who they were considering choosing and why. Reverend Joseph stated that he thought they had already decided for the whole year, but that they should be able to provide the Board with the list. He stated that he would ask them to email the board with the information before the next meeting.

The next item for discussion was the gift policy. Louisa stated that we sometimes get gifts that are not needed. She passed out a proposed Gift Acceptance Policy.

- Andy said that he thought we did not need the gifter's social security number. The board agreed.
- Andy stated that he did not think we had to require the gifter have the value appraised.
- Molly stated that at the YWCA they do require the gifter to state the value that they place on the item, but not an appraisal by an outside source. She said it is required to have a value on the gift if the gifter is planning to use the gift as a tax deduction. Molly stated that it was on the gifter to prove the value of the gift. She said she would get a copy of the YWCA's gift agreement for Louisa to see.
- For the gifter's tax purposes we would send a thank you letter on church letterhead with the gifter's stated value included.
- It was stated that we also have the right to refuse donations. Reverend Joseph asked if we needed him to take point on the gifting. Andy stated that the second paragraph of the Gift Acceptance Policy said it all.
- He feels that gifters should contact the minister with any proposed non-cash gifts and have approval before donating.
- It was agreed upon that the value portion was necessary for tax purposes and also for church records. Louisa stated that a member, Bill Meyers, is an attorney and she will ask him about the legal aspects of the policy.
- Joseph asked if we could include a section that gives us permission to sell the items if we decide to. The board decided to revisit the discussion at the next meeting.

Andy asked if there was any other new business.

- Anita stated that Gloria Jones donated clothes that were taken to Penny Pinchers. They have not sent a check yet.
- The board identified 2 members of the nominating committee Gina Vance and Gene Pusateri that are willing to serve on the committee. The motion passed unanimously.
- Members already on the committee include Pat Rothenthal, Jim Rogers and Jim Rak.
- Andy asked that when the committee meets again they chose a chair and set a schedule for meetings.

In the generative discussion we discussed security and the black lives matter movement. We may want to consider hiring professional security during church services.

- Since we are putting up a banner outside for the BLUU we may be making ourselves a target for those who disagree.
- The security alarm has been going off at odd hours and sometimes people wander into the church.
- Joseph stated that he feels it may be good for us to have someone who is professionally trained to handle these situations.

- He stated that there may be vandalism and potential issues with people who have mental health challenges.
- Do we want to rely on members to handle these issues?
- Louisa stated that Martin said there was a security council in the past. Louisa stated that in 1991 the church hired American Security Investigations & K-9 and paid a security officer \$8 an hour plus taxes. She also stated that there are folders from the previous security committee in the office if anyone would like to read them.
- Molly stated that the local community officer, Officer Morand, is open and willing to talk to us. She will reach out to see when he would be available to meet with us.
- Andy asked if needed a new policy to deal with disruptive members and/or visitors. Joseph pointed out that any policy needs to be in line with our church's values. What image do we want to project?
- Mindi stated that we want to make our members feel safe, but not like we are in a prison. We need to not be afraid to come to services and events at church. Do we want paid security? Do we want armed security?
- Molly stated that Renee has said there are resources available to help with security issues and policies. Joseph stated that he likes the idea of having both hired security and also a security council of church members.
- Andy suggested that we need to write a problem statement and then propose solutions.
- Joseph stated that the problem was that we have no security at all.
- Molly suggested that we look at what other churches are doing before we decide what to do. John suggested that we ask Officer Morand who he thinks might be a good fit for us.
- Joseph stated that St. John's is very happy with their security and maybe they could recommend someone to us. The board decided to table this issue for the moment.

Andy stated that the time was running low and did we want to vote for a 10 minute meeting extension to discuss BBUU? The motion passed unanimously.

Andy stated that the board's email vote to fly the BLUU flag passed unanimously.

- Andy asked what we wanted to do besides flying the flag.
- John asked what other churches have done.
- Joseph stated that it is not a structured movement and that each church is different.
- BLUU is the black lives of unitarian universalism. We can money, we are going to display the flag and have incorporated the ideals into worship. We also committed to local movements.
- Joseph has met with Jimma and Carol McWilson.
- Molly is meeting with a group for prison ministry regarding mass incarceration, reform of policing and re-entry efforts.
- Molly is interested in providing bystander intervention training for non-violent, active interveners.
- The Montgomery County Civil Rights Group developed "So You Want to Talk About Race". Molly would like to do a book discussion.
- The board discussed whether or not to put the banner outside or leave it inside. If we put it outside it keeps us accountable, challenges us to do more and does not allow us to grow complacent.
- Andy stated that it should be in the minutes that the motion to put the banner outside was passed by email.
- Reverend Joseph stated that he felt we should put the banner up even if it caused some issues and that we would deal with the issues when and if they arise.
- Molly stated that she feels we should not only put up the banner outside, but also follow through with doing more to help the movement. Are we committed or not? When we

hang the flag up we have to ask is this us? Could it be us? It will challenge us in a good way.

- Andy asked if we had a motion to purchase the flag and display. The motion passed unanimously.

The board discussed the roles for the March meeting. The role of the facilitator, who who goes through the agenda and keeps the meeting on track, will be filled by Molly. The process observer will be John. Jeanne will be the time keeper. Mindi will take notes and the minutes. Louisa will be in charge of the UU thank you's. Anita will do the bits from the board which is reporting to the newsletter.

Anita stated that as process observer, she felt the meeting went well and stayed on topic. Andy made a motion to close the meeting and John seconded. Meeting adjourned.