

**UUCSC Board of Directors Meeting Minutes –April 1, 2020 (postponed from March 18)
Approved via email April 9, 2020**

The meeting took place using Zoom video conferencing.

Present on Zoom: President Natalie Herbermann, VP Mary Fulton, Treasurer Mary Alice Kimball, Clerk Linda Dupuis, Kai Migliaccio, Nancy Dean, Rosemary Galiani, Dave Hurdis, Bill Rodriguez, Rev. DL Helfer.

Guests: Marcia Boyd, Dave Ruede

Call to Order 6PM

Reading of Our Covenant and Chalice Lighting: Natalie Herbermann

Invocation: Rev. DL Helfer

Treasurer’s Report: Mary Alice Kimball via email. Printed copies are on file with the Board clerk.

Staff Reports:

DRE Report: Bethany Vaccaro via e-mail. Printed copy on file with the Board clerk.

Bethany discussed what she is doing to keep in touch with RE families, and programs she is suggesting for families to use.

Office Administrator’s Report: Karen St. Peter via e-mail. Printed copy on file with the Board Clerk

- Karen discussed her arrangements to allow her to work from home.
- She is adjusting the UUCSC calendar to reflect changes in meetings.

Pastoral Check In: Rev. DL Helfer: discussed the changes in our congregational life.

UUCSC COVID-19 Response

Update from Rev. DL on Congregational Needs- Discussion

- Dave Ruede: He misses the joys and concerns part of the service, can we do this remotely?
- Rev. DL Helfer: Monday and Thursday pastoral meetings.
- A common problem seems to be parents trying to teach children at home.
- Mary Fulton: Regarding the Sunday recorded service: is using the Leonard Cohen song a copyright infringement? Answer: Artists have been giving permission to use their work.
- Rev. DL Helfer expressed gratitude for this congregation.
- Linda Dupuis: is help needed to assist our congregants? Rev. DL Helfer: not right now; probably not a good idea to do if you are over 70.

Worship

- We are considering possible worship service online; and may be able to organize this with the Worship Committee; for now, Rev DL Helfer and Michael Galib will be “on” every Sunday.
- Rev. DL Helfer will put off his summer leave until conditions improve.

Pastoral Care

Committee members have been calling people in the congregation to see how they are doing.

Agape Fund

Rev. DL Helfer: The Agape fund is not in need of money at this time, donations have been generous.

DRE Search: The job description has been sent out; we are getting some good resumes.

Update on Staff working remotely:

- Our staff has been adapting to working at home. See staff reports.
- Natalie has been collecting the mail and putting it in the office.
- Bethany has requested a reduction in her hours from 20 hours/week to 5 hours/week due to being at home with three children. This will result in a \$5000 decrease in budget expenses: 3/5 for this year's budget, 2/5 for the 2020/2021 budget. (See entries under Pledge and Budgeting.)
- Sunday recorded worship service is getting lots of positive feedback.

USCSC Board Leadership During Covid-19

Pledge and Budgeting – Mary Alice Kimball, Marcia Boyd, and Dave Ruede.

Mary Alice Kimball

- **The** heat has been lowered in the building:
- Pledges are coming in slowly
- There is no need to dip into reserve funds yet. The committee can access resources provided by the UUA.
- We have \$20,000 in stock market investments: down about \$1000 due to the economic downturn. Most of our money is in a money market account: \$100,000. Additionally we have \$80,000 in the OLLy fund.
- The Finance Committee has been meeting weekly. Other congregations are having the same problems.
- As a nonprofit we may be eligible to get a loan for payrolls if needed.
- Committees have been submitting their budgets for next year.
- Options to present to the congregation: regular budget or skinny budget, or we may postpone a vote on the budget.

Dave Ruede:

- Regarding the recent eweekly reminder to send in pledges: some people were not happy with the message; for some, it is difficult to make a pledge at this time due to uncertainty about next year's finances; we need to be sensitive to this.
- Dave Ruede, Rev. DL Helfer, and Aline Couture agree to put the pledge drive on hold for two -four weeks; Dave will communicate with the Finance Committee regarding when to restart the pledge drive.
- Pledges are 50% fewer than previous years; Jeff Berry as collector is able to estimate the number of expected pledges based on previous records.

- The Finance Committee is checking with the UUA for suggestions. For now, everything is fluid. The preliminary view is to keep the budget as is with a three-month window and no major changes for now. We may need to use the reserve in the money market fund.
- OLL fund: we have \$80,000 in hand: should we apply it all to paying down the mortgage or use some for a budget shortfall? We will bring the issue back to the Board of Directors in June.
- Marcia Boyd: the OLL fund is set up so that the Board of Directors can decide to use the money for items other than mortgage reduction.
- Rev. DL Helfer: a budget delay may affect other items such as staff contracts.
- Mary Alice Kimball: We will let you know if OLL money needs to be used. If major income sources such as Dining for Dollars or the Arts and Crafts fair are affected, that may alter the budget.
- We will look at the Payroll Protection Program;
- We will stick to the budget, keep the Board of Directors informed, and may ask for approval. The Finance Committee will email their minutes to Board of Directors members.
- Dave Hurdis: Regarding facilities Committee requests: the windows in the offices need attention soon; the boiler is OK for now.
- Natalie Herbermann: Board of Directors should watch for emails; we may need extra meetings to make decisions.

Annual Meeting- Discussion

- Natalie Herbermann: the bylaws say that the budget is voted on at the Annual Meeting.
- Rev. DL Helfer: the UUA has good information on electronic annual meetings. Other congregations are thinking about provisional budgets.

Nominating

Natalie Herbermann is working with Sandy Ketrow; it is still a fluid situation.

Coordinating Council Meeting- May 13th: Mary Fulton will email committee chairs for ideas on how to proceed.

Action Items

- Bylaw revisions: Natalie Herbermann has more time at home to work on it; but needs to explore how to get congregational feedback.
- Methods of communication: e-news feedback is positive; however, many don't read it.
- Next meeting: discussion on how to move forward with the annual meeting.

Meeting Adjourned: 8PM

The next Board meeting will be: **April 15, 2020, 6-8PM.** (Via ZOOM video conference.)

Respectfully submitted,
Linda Dupuis, Clerk