

UUCSC Board of Directors Meeting

April 15, 2020 6PM-8PM

Zoom Meeting Minutes

Approved via email April 22, 2020

Present via 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.

Call to Order: 6:05 PM

Reading of Our Covenant: Natalie Herbermann.

Invocation: Rev. DL Helfer

PROPOSAL: by Natalie Herbermann to ratify the minutes for the February 19 and March (April 1), 2020 Board Meeting as approved by email. **Seconded. Passed unanimously.**

Rev. DL Helfer Updates:

Worship: Rev. DL Helfer welcomes feedback regarding online services.

Pastoral Care Committee: has been calling all members and friends to check on how they are doing.

DRE Search- update: Seven resumes have been sent to the committee. A plan is needed for interviews.

Update on Staff working remotely:

Michael Galib is enjoying working with the choir using technology.

Karen St. Peter is doing well working from home.

Bethany Vaccaro is working from home five hours per week.

USCSC Board Leadership During Covid-19

Message to Congregation from BOD

Natalie Herberman: Board members should send a supportive message to the congregation. We need to think about what we want the congregation to hear from us; Natalie wants board members to email or call her with ideas by Sunday April 19. Board members discussed how to communicate the message: constant contact, and perhaps a mailing to persons who may not be able to access online messages.

There may be people that need help from us. DL has a list of volunteers; Pastoral Care is doing a good job handling this. The message could say that it is OK to ask for help.

Treasurer's Report: Mary Alice Kimball:

- Cash is low as expected due to suspension of services with collection. We were approved for the SBA loan of \$24,000 to use for payrolls and other needs over an eight-week period. Unused monies will be returned, and the loan will be forgiven. We are still providing Bank Newport with documentation and waiting final approval.

- Families First: monies paid to persons who can't work due to lack of child care during Covid 19.
- Pledges for next year: only about 50% are in; we will continue the pledge drive to September.

Mary Alice Kimball presented a preliminary draft of 2020/2021 budget prepared by the Finance Committee:

- Does not include a paydown of the mortgage.
- Payment to the UUA of \$5,000.
- Assumes cleaning will continue to be done by the clean team.
- No reserve for Rev. DL Helfer's sabbatical.
- No money budgeted for window repair or furnace.
- Deficit is \$18, 500.

Statement of cash:

MM = \$100,000

OLL= \$99,000 approx.

>The Finance Committee wants to pay down some of the mortgage; the committee is asking for the Board of Directors' advice on how much to use of the OLL fund. Suggestions from Board members are to apply part of the money, (perhaps \$50,000) to the mortgage, and keep back a reserve to use if needed.

>The budget does not include repairs to the boiler or office windows.

Dave Hurdis reported that due to several recent repairs the boiler is OK for now. Of much greater concern are the office windows some of which are held together with contractors' tape and could collapse during a bad storm. There may be rot under the windows. The cost for repairs could be \$16,500-\$20,000.

Mary Alice Kimball said that the Finance Committee will consider this and adjust the budget.

STATEMENT FROM THE BOARD OF DIRECTORS:

The Board members would like to thank Marcia Boyd for agreeing to stay on as chair of the Finance Committee during this crisis. We also thank the entire Finance Committee for their hard work.

Board Calendar- adjustments /postponements April-September

Natalie Herbermann reviewed the calendar to reflect changes due to Covid 19 precautions.

- Nominations: Natalie Herbermann has been calling people regarding VP and Clerk replacements. She is asking the Board of Directors for suggestions.
- The Board members discussed postponing the annual meeting.
- Approval of short-term annual budget: a vote by the Board of Directors will take place at their meeting on May 20, 2020.

PROPOSAL by Natalie Herbermann to postpone the UUCSC annual meeting to Sept. 27, 2020, as a result of the Covid-19 crisis, and our inability to meet together. Seconded. Passed unanimously.

- Committee Chairs: the annual reports will be submitted at the usual time. Natalie Herbermann will call the committee chairs.
- Annual meeting notification letters will be sent in August, in preparation for the Sept 27, 2020 meeting. Letters will be sent via email to members; a few printed letters will be sent to people who don't use email.
- GA will take place virtually. We need to select delegates. The team: Jean Bowen, Betsy Dalton and Mary Alice Kimball are concerned that the donations to the Tomaquag Museum will be affected due cancelled live services with money collections.
- Coordinating council in May: Mary Fulton will ask the committee chairs to submit their reports by email; a Zoom meeting is possible; Mary Fulton and Natalie Herbermann will meet to discuss this.
- Nominating committee: Linda Dupuis and Mary Fulton agree to stay on as Clerk and VP until the Sept. 27 annual meeting.
- Bylaw changes: Natalie Herbermann and Mary Fulton will discuss this. Kai Migliaccio will prepare the revisions to the Bylaws in the conventional form.
- Clean Team will continue next year with the present members.
- We may need to e-vote on other congregational matters.

The next Board meeting will be via Zoom on May 20, 2020 from 6-8PM.

Adjourned: 7:52 PM

Respectfully submitted,
Linda Dupuis, Clerk