

UUCSR Board of Trustees Meeting

March 18, 2021 6:30 pm *(via Zoom)*

MINUTES

Voting Members Present:

Natalie Brundred (President), Mike McGirr (Vice President), Jane DeYoung (Treasurer), Cathie Wiese (Corporate Secretary), Larisa Ashley, Paul Brockmann, Joe Como, Sean Freese, John Mason

Voting Members Not Present:

Paula Hammett

Non-Board Members Present:

Rev. Chris Bell (Minister), Susan Thollaug (Recording Secretary), Linda Stabler, Carol Kraemer, Jami Kerr, Debby Belansky, Leslie Norinsky, Kirsten Olney, Nancy Steinbach, Tamara Murrell, John Jaffray

Meeting called to order *(following Executive Session): 7:20 PM*

Chalice Lighting, Covenant, Opening Words

Agenda review: No changes.

Minutes: Approved with one correction.

Open Mic:

The Desk Angels are trained to provide the pandemic rules and take reservations to use the courtyard, but they haven't been in the office much. Rev. Chris plans to send out a notice to the congregation about use of the courtyard.

John Mason, Sean Freese, Rev. Chris, and Mike Bingham will meet to discuss what equipment needs to be purchased for hybrid (in-person and online) services once we're meeting at the Glaser Center again.

John Jaffray reported problems in getting through to the office by phone and leaving a message. Rev. Chris will look into possible technical problems with the phone system.

The dates for this summer's Board Retreat are August 13 and 14. Tentatively, it will be held at the Bodega Coast Inn & Suites.

Linda Stabler is heading the Human Resources Committee again. John Jaffray and Rev. Chris will discuss scheduling office coverage for an "event security fire check." Kirsten Olney requested that a Board liaison to the Ops Team be appointed.

Racial Justice Discussion: Paul Brockmann & Cathie Wiese

These short discussions each month are a way of opening up to new viewpoints and possibilities that can be carried forward and delved into more deeply later. They are not intended to bring a sense of closure.

This month, the Board focused on how we might make UUCSR more approachable, relevant, and welcoming, especially to those who have experienced discrimination and exclusion. Aspects of our physical facility and/or how members act toward newcomers may send signals that are experienced as alienating. Is our congregation designed for hospitality?

We also discussed that we want to welcome the whole person and not pigeonhole people. The reason to have a diverse group of people is to understand and learn from many perspectives; and those who have experienced marginalization don't want to talk exclusively about those experiences. We want to be saying that we can know you and like you even if you came from a totally different background, and we value who you are, as a whole person.

Update on Interim Search Committee's work: Paul Brockmann

The Interim Search Committee (Paul, Cathie, Leslie, and Natalie) has gathered extensive input from congregants about what's important to look for in an interim minister. Spiritual leadership, worship, and music were mentioned repeatedly as especially important areas.

Timeline for the interim search process:

April 8: The earliest date the UUA can make our Congregational Record (information about our congregation) available to ministers seeking an interim position.

April 15: Regular Board Meeting. The committee will update the Board.

May 17 or 18: Extra Board Meeting. The committee will recommend one candidate for the Board's approval. If approved, an offer will be made to the candidate at noon on May 19.

May 20: Regular Board Meeting: Details related to hiring and on-boarding of the interim minister will be presented.

Paul clarified that members of the search committee for a *settled* minister cannot be members of the Board because that would constitute a conflict of interest. That committee will convene next year. The *interim* search committee, however, is a committee of the Board and can include current Board members.

Minister's Report: Rev. Chris

Rev. Chris is acting as the glue in the office in the absence of an administrator. He's looking forward to a gradual re-opening process, and hopes it will be possible to have an in-person gathering with the congregation in July, before his departure.

Treasurer's Report: Jane DeYoung

The budget will most likely balance at the end of this fiscal year. Jane and the Board expressed gratitude for the congregation's remarkable support for UUCSR through this difficult pandemic period.

Jane is coordinating with the Finance Committee and our bookkeeper to fully utilize information from Realm for financial management tasks, including making income projections for solid budgeting. Also, Kirsten Olney is improving record-keeping systems for expenses.

Gift Acceptance Policy: Mike McGirr, Chair, Finance Committee

Mike presented a proposed written policy that spells out how UUCSR will handle gifts of any kind made to the Congregation. It addresses both unrestricted and restricted donations to the Congregation.

UUCSR encourages *unrestricted* gifts, which allow the greatest flexibility in directing funds to top needs at any given time. Unrestricted gifts support the Congregation's covenant and mission, which has been shaped together by our members and ministers.

Restricted gifts are of two general types: (1) donations to specific, established funds such as the Minister's Discretionary Fund, the Saturday Breakfast, or the Endowment Fund; and (2) donations for a purpose specified by the donor and apart from any already-existing fund.

The policy introduces new procedures for the second kind of restricted gift. It requires that staff and relevant committees review the purpose of such gifts and their consistency with the values and priorities of the Congregation. Pre-approval by the Board of Trustees will be required for such donor-directed gifts.

The policy provides needed guidance for staff and committees, and should also be given to people who express an interest in making donations to UUCSR.

Several Board members wanted to have input on the policy, and will send their feedback and questions to Mike and Jane. The Finance Committee will review all the input and present the Board a final policy proposal in the future.

The Board discussed a recently-offered large gift to the Congregation and provisionally approved its use. Details will be available after an agreement with the donor is completed.

Review of Board Goals: This agenda item was tabled.

Prayer Flag Project - Cathie Wiese

Cathie has sent a draft notice to the Congregation spelling out the logistics of the project. The flags will be made by congregants and will hang across the front windows and in the foyer of the Glaser Center. Later, they may be hung in the courtyard. Era is on board and RE families will be included. Materials will be picked up from and returned to the Glaser Center. Because office coverage is intermittent these days, the launch of the project is pending. Cathie and Rev. Chris will confer, decide on a timeline, and issue the notice via Constant Contact when appropriate.

Final questions and review of action items

Closing words: Rev. Chris

Meeting Adjourned: 9:38 PM

Next board meeting: Thursday, April 15, 2021 6:30 pm via Zoom

Respectfully submitted by Susan Thollaug, Recording Secretary