



UUCK Board of Trustees Meeting Minutes October 26, 2022

I. Call to order

In attendance were Don Gregg, Heidi Shaffer Bish, Reverend Steven Protzman, Diane Kloss, Kara Kramer and Carol Weigand. Liz Bright and Susanna Smart attended via Zoom.

After a brief check-in the meeting started at 7:00 PM with Rev. Steven lighting the chalice and offering a reading.

II. Announcements

There was discussion about dates for upcoming Board events. The next Board Breaking News will be presented on November 20. Board volunteers are asked to sign up with SignUp Genius:

The November Board Meeting will be held on November 30.

III. Approve Prior Minutes

The September 28, 2022 Board Meeting Minutes were approved as revised on a motion made by Carol and seconded by Kara.

IV. Consent Agenda

Treasurer's Report

Treasurer Lois Weir reported that, "Pledge and plate is coming in at a very good rate. As of September the church had received 93% of the budgeted YTD income and expenses were 92% of the YTD budget." However, the Board is aware that the church had to borrow approximately \$130,000 from the Endowment Fund this past year which will have to be repaid.

Minister's Report Highlights

Rev. Steven shared his concern about clear communication with the congregation. He urged the Board "to plan conversations with the congregation about the budget shortfall, so there can be some creativity and collaboration on addressing this situation."

He also shared the joy of attending the NAACP annual dinner where Renee Ruchotzke and our UUYJ received awards.

MET Report Highlights

The MET has endorsed the proposal by the UUYJ to provide community meals once a month.

Heidi raised concerns about kitchen safety and liability. Rev. Steven clarified the two types of kitchen training that will have to be provided. One is for volunteers and will be advertised in

the ENUUS. The other is an intensive, two day program for participants to obtain a license to operate our kitchen to commercial kitchen standards.

Heidi asked about rental liability, and Rev. Steven said that rentals are covered by the rental agreements. Katie Kuras and MaryBeth Hannan will prepare a contract for vendors who want to lease the kitchen.

Heidi volunteered to contact the Kent City Health Department to ask if Safe Serve training is available and if there is a fee.

A motion to accept the Consent agenda was made by Diane and seconded by Kara. Motion passed.

V. In Person Health and Safety Policy

The Board discussed changing the policy to adapt to current CDC guidelines and permit consumption of food and beverages. Acknowledging the need to balance the safety of vulnerable members and to gather in community the Board considered two proposals. A motion made by Heidi and seconded by Susanna requires masks to be worn only when the Covid level is rated at high. Otherwise, masks are optional, and food and beverages may be consumed. The motion was approved. Carol will write a summary of the revised policy and forward it to MaryBeth for inclusion in the ENUUS.

VI. Town Hall Reflection and Discussion

The Town Hall was held on October 23, 2022, and produced many good ideas. The Board was disappointed in the attendance (approximately 15) but recognized the drawback of holding it after a lively community service that ran longer than anticipated.

Kara organized and posted brainstorming ideas from the Town Hall on line.

Communication, both internal and external, is a challenge. The church uses Facebook and the ENUUS to publicize events. Rev. Steven said that a holiday event reminder postcard will be mailed soon. Consensus was that a quarterly postcard mailing would be a good idea.

There was discussion about making announcements during the service. Rev. Steven said that a policy is needed about announcements. The Board concurred. Heidi suggested that announcements could be made after the music at the end of the service.

Heidi and Kitty Endres have offered to put out a press release about the new solar project.

Rev. Steven shared that a column he authored will be featured in “Voices of Faith” in the Akron Beacon Journal and the Record Courier.

There were several ideas under the “Fiscal” heading. Rev. Steven said that we need a policy to clarify how to implement fundraising ideas. This might be a topic on the November agenda.

VII. Solarizing Hobbs Hall

Bill Wilen, Randy Ruchotzke and Jen Gregg are the Solar Committee members.

VIII. Annual Board Audit

It was tabled until the November meeting.

IX. End of Year Giving Letter

Diane wrote a letter explaining our fiscal situation which Rev. Steven will present to the MET. It will be mailed to members by mid November.

X. Breakfast with the Board

This was a service auction event. The Board agreed that we can sell more tickets. It will be held on December 3 from 11:00 to 1:00. Heidi recommended that Board members wear white shirts, black pants and bow ties! Liz and Heidi are working on plans. Rev. Steven has reserved Hobbs Hall.

XI. Process Review

The meeting was pleasant and productive. Rev. Steven gently reminded the Board to focus on the “big picture and not wander in the weeds”.

X. Extinguish the Chalice and Adjournment

Rev. Steven offered closing words and extinguished the chalice. The meeting was adjourned at 9:02 PM.

Respectfully submitted,

Carol Weigand, Co-Secretary