



UUCK Board of Trustees Meeting Minutes April 10, 2023

I. Call to Order

Board Members In attendance in-person were: Don Gregg, Kara Kramer, Diane Kloss, and Rev. Steven. Liz Bright, Susanna Smart, Carol Weigand, and Heidi Shaffer Bish participated virtually. Lois joined virtually for part of the discussion on the budget.

After a brief check-in, the meeting started with chalice lighting and Rev Steven offering a reading. The order of agenda items was changed to accommodate the schedule of the visitors. The meeting ended at 8:50pm.

II. Budget Discussion (Lois joined for a while re: the budget discussion.):

The chart from the UUA (previously shared by Sean Griffin) suggests that we are over-staffed comparatively with other congregations in our range. Our campus is unusual as we have multiple buildings which impacts the budget. The Board discussed the Certified Congregations chart from the UUA. Based on other congregations, our budget is large.

Rev. Steven reported from the MET that it appears that we will not need to take the full 133K from the endowment. Discussion included recognizing that the endowment was not given with the restrictions that the previous Board had imposed on it, and that at the time of the Hobbs bequest, the Board had not set aside money for Hobbs' operating expenses, in part due to expectation of rental income (prevented by COVID). Pledges as of *this* date amount \$257,643 from 105 pledge units. We have 165 active members.

While our expenses are mostly associated with staffing, in addition, various COVID expenses have drawn on resources. Also, buildings will need repairs in the immediate or near future: bell tower in bad shape; Annex and Church porches, and bell tower repairs.

Operating expenses are down this year as compared to last year. To balance the bare bones budget, we are taking from the Phase II budget. Re-designating funds may be needed. The Solar installation is not factored into the budget at this time. The Board is not approving non-essential expenses which includes by declining some committee requests for funds.

Current Music Director Pro Tem is not continuing beyond May 14th. For the budget, this means a savings of \$11,500 approximately for a year (approx. 1000/month). If a new music staff is hired, this would negate the reduced cost. Discussion considered the option of not replacing the Music Director in the immediate future, however this option is outweighed by the crucial role that the music ministry plays in this congregation.

Fund-raising endeavors and anticipated income include: Auctions: Fall/Silent auction \$5000 and Spring/Live Auction \$17,000; the Rummage sale projected income: \$3000. In addition, we plan to increase campus use; there is a plan for this with the CART. Another potential source of revenue is outside funding (beyond the congregation). Heidi is starting to explore that. We would have to have an official historic designation to apply for some money.

Motion to endorse the budget Heidi, Carol second; 3 opposed; 4 in favor.

III. Discussion of Bylaws Changes for Annual Meeting

The proposal has been made to eliminate the GET (Governance Executive Team):

- Article 3: change past moderator to past board member for the MET, thereby making it easier to fill the MET in the next year.
- Article 5: change the composition of MET by adding a 5th at-large member. The MET will meet to further discuss this issue; the motion to add a 5th member of the MET is undecided as yet.
- A one-time exception to the minimum requirements for positions: bypassing the minimum membership requirements for two *specific* elected people (to be named) - David Weaver (Board member) and Ryan Sussman (financial secretary).

Motion to endorse the changes made by Kara; Liz second; all endorsed changes.

IV. Draft the Informational Annual Meeting Agenda (see also the updated document on G-drive):

We discussed the importance and the challenges of conveying information about the budget effectively, such as the urgent need for growth and volunteerism as well as measures being taken to minimize costs while preserving operations.

Informational meeting: We need to show where we are going to cut and where we are hopeful. And ask what you are willing to do.

Prior to the meeting, Don agreed that Jen Gregg will verify whether the Wilens wish to be publicly honored. Lois is expected to explain the budget, and we will need to address questions about how to bridge the budget gap. Kara agreed to make slides. The Annual Report will have been available for people to view prior to the meeting. The Board and Lois will explain how much needs to come from the endowment to meet the budget. We also need to reframe the “endowment”, clarifying the fact that we didn’t plan for start-up costs for Hobbs Hall. The Board will also announce the initiation of the CART (Campus Action Rental Team) and encourage participation and increased volunteerism. We will present information regarding the intended hiring for the music program and describe how the growth factor outweighs the expense factor, as the musical ministry is so central to the congregation. Heidi agreed to do the chalice lighting for the Informational Meeting, as Rev Steven will not be available for the meeting.

V. Annual Self-Reflection

We acknowledged that we worked with difficult issues in a productive and mutually-respectful way, with appreciation for different perspectives.

VI. Next Month’s Board Meeting: April 26

XVIII. Process Review We agreed that the shared meeting was productive.

XIX. Extinguish the Chalice and Adjournment

Rev. Steven extinguished the chalice and the meeting was adjourned at 850 PM.

Gratefully submitted,

Susanna Smart and Carol Weigand, Co-Secretaries