



UUCK Board of Trustees Meeting Minutes June 13, 2023

I. Call to Order

Board Members In attendance in-person were: Don Gregg, Kara Kramer, Rev. Steven, Susanna Smart, Heidi Shaffer Bish, Carol Weigand and Diane Kloss attended via zoom. Newly elected, upcoming Board members attended: Kay Eckman (in person), and David Weaver and Ginny Horvath via zoom. MaryBeth Hannan (in-person) and Lois Weir (via zoom) attended from the MET. Liz Bright not able to attend.

After a brief check-in, the meeting started with chalice lighting and Rev Steven offering a reading. The meeting began at 7pm; ended at 9pm.

II. New Bell Tower Inspection bid

Discussed the three quotes for the inspection received by the B&G Coordinator, Jen Gregg. As this is a capital expenditure, the MET sent the bids to the Board to review the quotes and choose one to fund in order to get the assessment completed for the bell tower integrity and needed repairs. The third company is enthusiastic about working with us and has experience with historical structures; they also had the most reasonable bid. Capital Monies Future Projects fund would be used to pay for repairs.

A quick synopsis:

Structural Engineering Quotes - Bell
Tower

Company	Quote	Notes
Regency	\$3,860 est.	Inspection \$3500 (Lewin & Assoc.) / Proj. Mgmt. (Regency) \$360
Cramer Engineering	\$1,800	includes inspection, consulting, preliminary engineering, stamped report
Engineering for Historical Structures	\$800 / \$1,200	\$800 for inspection and report / \$1200 if drawings are required

Heidi moved to have the third bid accepted; Kara seconded; unanimous vote by current Board members. Approved the B&G funding request to accept the bid from Engineering for Historical Structures.

III. Budget Discussion

The presence of MaryBeth, as our Administrator and Bookkeeper, and of Lois, who knows the budget and expenses, was crucial to the Board as it reflected on proposed changes and their implications.

The Board discussed recent congregational input regarding the budget and referred to the following documents:

[Notes from Sunday's Board Listening Session](#)

[Summary of Discussion from 6-4 & 6-6](#)

[Spread sheet of reductions from Randy Leeson](#)

[Slide summary of proposed budget changes 6/8/23](#)

[Copy of Copy of Bare Bones DRAFT FY2024 Budget BoT Approved 2023-02-12 2022-06-08](#)

Don and Kara attended the recent MET meeting to draft a new budget proposal, taking into consideration the concerns and requests of the congregation. A new proposed budget was drafted and Lois went through key line items and answered questions.

Rev Steven offered to reduce his position by a quarter; this would allow the transitional music director (one-year term and eligible for continuing) position to be filled. This proposal is for the next year only. This suggestion would require volunteers to fill in areas that he would pare down. Heidi maintained that we have long had a strong pastoral care team and the expectation is that we can build this team further. The CoSM has gathered input over the recent years that suggest that there is interest in more committee involvement that might take on some of the minister's work.

MaryBeth offered to reduce from 40 to 35 hrs/week and she will need to have others do communications functions such as, e-nUUs and communications, slides (Sunday services and announcements) and website updates. These will need to be taken over by a volunteer team; in particular, we will need one person to take the lead in the communications efforts: a "Communications Coordinator". Heidi suggests that Bonnie Harper may be willing to help with this. Ginny, Kara, and MaryBeth have historically shared the slide preparations.

In addition to staff hours reductions, staff professional expenses would be reduced for the budget year.

UUA dues would be reduced. Reducing dues was recommended by many in the congregation, with the intention that we resume paying higher dues in the future, when able.

The Board discussed next steps. The current budget ends at the end of June. Repairs come from a separate fund (don't come out of the operating budget). The Board in partnership with the Finance Committee will work on a long-term plan.

The Board voted on the newly revised budget with the caveat that we need a Finance Committee by the next meeting and that people need to step up to fill responsibilities: Motion to endorse the budget (as presented this evening by the Treasurer) was made by Kara; seconded by Heidi. approved: Unanimously endorsed.

The Board decided to make an announcement via email from the church office, to go out this week, to inform the congregation of the revised, proposed budget and the informational and voting meetings. The Treasurer's spreadsheet and Kara's summary slides would be made available. Kara will send slides to MaryBeth and Don will ask Lois to her send line-item budget to MB in order to disseminate these along with announcements of the meetings:

June 25 Informational meeting - Don and Kara will facilitate; Kara has slides prepared for the meeting. Rev Steven will not be present (at GA) for the Info meeting and the Board will convey his intended change in hours and that we have accepted this invitation to experiment with the next year with $\frac{3}{4}$ time minister.

July 2 Voting meeting with absentee ballot: Heidi and Lois (perhaps, Kay?) will facilitate the vote on budget. There will also be a vote on the new person for the MET (Kathie Slater is the candidate).

IV. Next Board Meeting: June 28th

Agenda to include: Finance Committee formation; further planning for the informational and voting meetings; building and supporting the Worship Committee; Communications Committee, and Finance Committees.

V. Process Review

Comments were made about the cooperative and positive way we interacted and old and new members expressed appreciation for being involved in the Board's work.

VI. Extinguish the Chalice and Adjournment

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

Gratefully submitted,

Susanna Smart Co-Secretary