

Unitarian Universalist Congregation of Wilmington North Carolina Board of Trustees (BOT) Meeting Minutes, July 28, 2020

Attending: Tony Barney, Jerry Hurwitz, Jim Ludwig, Elizabeth Macleod, Cornelia Maxted, Beth O'Connell, Kami O'Keeffe, Becki Schreiber. Absent: Raine Morgan
Ex-Officio: Reverend Cheryl M. Walker
Guest: John Grigsby, Treasurer

AGENDA

Beth O'Connell called the meeting to order at 5:00 p.m. and lit the chalice. The BOT Covenant was read as well as Mission Statement: The mission of the Board of Trustees is to create, maintain and promote policy and vision to ensure that the activities and resources of the congregation are effectively and efficiently directed toward achieving the Mission of the Unitarian Universalist Congregation of Wilmington.

Elections and Appointments

President - Beth O'Connell
Vice President - Becki Schreiber
Secretary - Cornelia Maxted
Finance Committee Liaison - Jim Ludwig

Calendar Dates and Reminders

- Reverend Cheryl is on vacation and study leave, returning Sept. 1.
- BOT Beacon article, Worship Associate and UU Digest monitor responsibilities:
 - September - Beth
 - October - Kami
 - November - Becki
 - December - Cornelia
 - January - Jerry
 - February - Jim
 - March - Elizabeth
 - April - Raine
 - May - Tony
 - June - Beth
- BOT annual retreat - Saturday, Sept. 12 @ 10:00 - 4:00 (with breaks)
- Executive Committee meeting - Tuesday, Sept. 15 @ 4:00 - 5:30
- BOT meeting - Tuesday, Sept. 22 @ 5:00 - 7:00
- Congregational Meeting proposed date - Sunday, Dec. 6, 2020
- Annual Meeting proposed date - Sunday, June 6, 2021

Minutes and Reports

- June Minutes were approved.
- The Minister and Treasurer's reports (attached below) were discussed and accepted by consensus. The DRE Report (attached below) was received after our meeting.

Policy and Governance Concerns

- Board responsibilities and goals (new and ongoing) were discussed.
- A generous donation was received from the estate of Charlie West through the UUA Endowment Fund. The Treasurer deposited this in our Reserve Fund.
- A second and significant donation was accepted by the Treasurer, in consultation with the Finance Committee. The BOT approved their request to create a separate and cash-based account for this donation from Bruce and Sandi Murphy (The Murphy Flagg Charitable Remainder Trust). It is to be used for building/construction/renovation (not maintenance work) of our physical property.
- Two task forces were assembled:
 - Exploration and proposal for reinstatement of a Program Council. (Cornelia, Kami, Elizabeth)
 - Exploration and proposal for reinstatement of a Committee on Ministry. (Jerry, Becki, Beth)
- Noted that gutters and building exteriors were power washed. The office carpet was cleaned and Reverend Cheryl painted the office walls.

The meeting was adjourned at 7:10 p.m.

NOTE: The buildings remain closed due to Coronavirus. All in-person gatherings will be held virtually, or postponed, until spread of the virus is lessened.

Action Items and Deferred Topics:

- Post Black Lives Matter statement on Facebook. (Rev. Cheryl)
- Determine next steps in our commitment to Black Lives Matter and anti-racism. (BOT/Rev. Cheryl)
- Updates to Minister/Office manuals. (Rev. Cheryl)
- Increase UUCWNC's share of annual UUA dues. (Finance Committee/Rev. Cheryl/BOT)

Respectfully submitted,
Cornelia Maxted
Secretary, UUCWNC Board of Trustees

Minister's Report Board Meeting 07/27/2020

Administration

- We implemented online giving through Vanco specifically for Share the Plate. People are now able to give either via the website or through texting on smart phones. Our early results have been good as far as the amount we collected, but not many people are using it yet. We expect that as people become more familiar and comfortable with the online platform this will increase.
- We are publishing an August Beacon this year due to COVID19. It was my feeling that while we are physically apart we needed a way to communicate with the congregation.
- We painted the administrative office, which had not been painted in at least 12 years. It is a nice place for Julie to work.

Finance

- Finalized plans for the pledge drive with the Generous Life Team. The drive will begin in September with a “teaser” in the August Beacon. We are looking for a 5% increase in pledging which will help with the budget while we are not receiving any rental income and decrease participation in Share the Plate.
- We received two sizeable donations. One from the estate of Charlie West, who was a long time member before leaving Wilmington. The other is restricted to be used for the building/construction or renovation of the campus. The Board will need to approve the receipt of the funds into a designated account.

Congregational Life

- Worked with Quest facilitators to bring Quest online. Trained the facilitators in the best practices of Zoom and how to create small groups for discussion.
- The MET finalized the first draft of the resource handbook. We will update the website with the information collected from various committees. They are now working on a survey to find more ways we can keep connected while we are physically apart.
- Conducted online memorial services for Terri Mawson (07/02/2020) and Tim Guban (07/16/2020).

Unitarian Universalism

- I attended Ministry days and General Assembly representing our congregation. It was a virtual conference with one of the largest attendances. We affirmed the two new moderators, Meg Riley and Charles duMond. Overall, the experience was more manageable than in person meetings. No major announcements were made with the exception of the commission of the Article II Study group.
- Met several with the Article II Study Commission, we are waiting for the full complement of team members before we begin our planning. Our goal is to reach as many people as possible

within all of Unitarian Universalism to guide our work in defining what values and principles we hold as a faith.

I am taking an extended summer break from July 20, 2020 thru August 31, 2020. I have provided the Board a list of contacts during this time, per our policies.

Respectfully submitted,
Rev. Cheryl M. Walker

Lifespan Religious Education - July 2020
Monthly Report to Board
Leslie O'Connor

Accomplishments:

- Finalized plans for Youth RE, Fall 2020:

K-4th Grade: zoom class Sunday 9:30 – 10:15 am

September 13th thru December

Curriculum: CartUUns

Cost: \$75.00 + craft material supplies (est. \$75.00)

CartUUns uses Disney and Pixar animated shorts (3-11 minutes long) as discussion prompts to set the theme. A typical session will include ritual practices (lighting the chalice, checking in, extinguishing the chalice, singing Shalom). After check-in, the leader will play the video and then lead discussion. Themes may be aligned with those of adult worship when practical.

Each lesson plan includes instructions and material lists for at least one craft project related to the short film and discussion. Options for this portion of the lesson plan are to ignore the craft projects and simply not do them or provide a take-home packet that includes craft materials. The DRE would assemble K-2nd Grade take home packets, to be picked up by parents from the church during designated periods. The packets will include supplies and instructions, clearly labeled by session, to create a themed project for each session. The take home kits may include written ideas for additional projects/activities to do at home and any relevant notes from the DRE. Parents will pick up new packets from the church about every two months or the DRE may mail them to individual households. The expectation is that projects would be worked on at home outside of class time. Completed projects may be shared during the check-in period the following week.

A more detailed description of the curriculum and a sample lesson plan of CartUUns can be found here:

<http://www.imagine-re.com/cartuuns.html>

Second semester lesson plans are to be determined. Anti-racism within the context of UU principles and sources and fostering resilience in the students during these changing times are two targeted themes of continued DRE curriculum research.

5th-8th Grade: zoom class Sunday 11:30 am– 12:30 pm

September 13th thru December

Curriculum: Principled Music / The 5th Dimension / Stamped Family Book Group

Cost: \$110.00 + miscellaneous related expenses est. \$50.00

Principled Music takes the student on an overview of songs based around specific themes, like bullying, racism and war. Listening sessions will transition into discussion sessions, and homework will be enjoyable as students search for songs that they like around the same theme. Interspersed with Principled Music will be The 5th Dimension, where students will view classic Twilight Zone episodes and then discuss the philosophical themes as they relate to Unitarian Universalist principles and sources. The sessions will be coherent and build on each other as the songs and Twilight Zone episode(s) selected will share the same theme.

Here are more detailed descriptions of the Principled Music and The 5th Dimension curricula:

<http://www.imagine-re.com/principled-music.html>

<http://www.imagine-re.com/the-fifth-dimension.html>

A family book group is planned for *Stamped: Racism, Anti-racism and You* by Jason Reynolds. The book group will meet during Sunday school sessions and participation will be limited to UU parents and students. The book group is tentatively scheduled for six Sundays, October 11-November 15. An offer to purchase books for those who cannot afford them will be made.

- Contacted Kelly Cahill from Lower Cape Fear Lifecare and arranged for her to produce a zoom workshop for Caregivers, set dates and logistics.
- Obtained free access to Faith Forward – Spiritual Practice. Creating PowerPoint slides and outlines for a six part adult series of workshops on developing individual spiritual practice.

Upcoming month:

- Purchase curriculum
- Update list of parents and students; contact all parents about fall programming for youth.
- Create online registration form for parents to complete (consider tying it in with the individual contacts).
- Create take home packets for families, if necessary.
- Publicize adult programs: Caregivers and Spiritual Practices.
- Research Halloween and winter holiday options.

Unitarian Universalist Congregation of Wilmington
Treasurer's Report for 12 Months ending 30 June, 2020

Total Revenues to date:	\$261,487.08
Total Expenses to date:	\$243,561.32
Net Income:	\$17,925.76

Revenue has been positive since the beginning of the new fiscal year. Pledge income is below budget by \$7,038; we have collected 91.5% of our pledges. The positive income we have enjoyed through March fell off due to the loss of Share the Plate (STP) and rental income for the last five months. Expenses are below budget and are well managed by our staff. Our pledge income is coming close to our budget and should be within our normal fiscal year end totals.

Cash in the bank, including reserve funds, totals \$368,825.34 with an additional \$19,613.85 in our brokerage account.

Our mortgage balance is \$127,199.70 with principal and interest paid monthly.

Attached is our budget comparison and a balance sheet as of 30 June, 2020.

Submitted,

John Grigsby, Treasurer