

**Unitarian Universalist Congregation of Wilmington, North Carolina
Board of Trustees (BOT) Meeting Minutes, February 23, 2021**

Attending: Tony Barney, Jerry Hurwitz, Jim Ludwig, Elizabeth MacLeod, Cornelia Maxted, Raine Morgan, Beth O'Connell, Kami O'Keefe, Becki Schreiber Ex-Officio: Rev. Cheryl M Walker

Agenda

1) Call to Order

Beth O'Connell called the meeting to order at 5:15pm and lit the chalice.

2) Calendar Reminders

- a. March Beacon Article, Worship Associate, Digest Monitor-- Elizabeth
April Beacon Article, Worship Associate, Digest Monitor—Raine
- b. Further consideration of a yard sale will be postponed until Covid restrictions are lifted.

3) Minutes

January's Minutes were approved.

4) Review and Accept Reports

The Minister and Treasurer's reports were discussed and accepted. The DRE report was received afterwards. All are attached below.

5) Policy Manual Review

- a. Changes made to the Policy Manual in January will be reviewed at next meeting.
- b. Future BOTs may consider:
 - Re-establishing a fundraising committee to initiate and plan events
 - Developing policy for communication processes between the BOT/ Congregation /Minister
 - Developing policy with criteria to promote content/events of outside organizations on our website

6) Committee for Ministry

A revised proposal, updating the CFM Leadership and Minister's Relationship to CFM sections, was reviewed and approved. The nearly-complete slate of candidates and term lengths were discussed and it was noted that:

- The committee will commence as soon as all members and term lengths are agreed to.
- Terms will end June 30 of the year in which assignments finish.
- Future nominations should consider diversity as well as longevity and congregational knowledge.

7) Board/committee liaisons

BOT members have begun contacting the committees for which they are liaisons. The response has been positive. When asked, several teams commented that data collection was not important to them.

8) Guidelines for Supporting Outside Organizations

Criteria for supporting outside organizations with finances, time, congregational name, physical plant and web space were discussed and a policy draft will be prepared for review at next meeting.

9) NAACP Parents Council Petition

After robust discussion, the BOT voted for our congregation to be a sponsor of the New Hanover County NAACP Parents' Council Petition to end the use of suspensions for PreK – 5th grade students in the New Hanover County Schools. This supports our commitment to anti-racism and our lifetime membership in the NAACP.

10) Charter for Building Fund Planning Committee

A draft Charter was distributed to the BOT and will be discussed next month.

11) Board commitment to anti-racism

- The BOT and Minister expressed strong support for the NAACP-sponsored petition.
- List of African American owned local businesses was sent to BOT members with a request to use their services and promote them to others.

12) Website Improvements

Website updates, made by Reverend Cheryl and members of the OWT, MET and SJAG, were presented and well received. They include additional content for the Social Justice, Engage and Welcome tabs. Pages have a consistent look and feel. Content will not need constant updating. One-time events can be promoted on the Special Events tab. It was noted that a number of people/committees have requested more up-to-date content abilities, but current staffing and budget limit this.

The meeting was adjourned at 7:15.

Next BOT Meetings:

Tuesday, March 16, Exec Com at 4:00

Tuesday, March 23, BOT at 5:15

Note: The buildings remain closed due to Coronavirus. All gatherings are held virtually.

Action Items/Deferred Topics

- Approval of January's Policy Guide updates (Beth and BOT)
- Completion of the Building Operations Manual (Minister)
- Finalize CFM team and terms (Jerry & Minister)
- Review and complete Charter for Building Fund (Elizabeth and BOT)
- Review Bylaws/determine its position in our Policy Manual Guidelines (Beth and BOT)
- Draft policy for the criteria needed to support an outside organization (Cornelia and BOT)

Submitted by Cornelia Maxted

Minister's Report Board Meeting 02/23/2021

Administration

- Updated the website with an expanded page for Social Justice. Pam Cook graciously provided the information and we are working on an update to the Engage page to add more information about our partner groups.
- Finished work on a Welcome Page for the website, it is now being reviewed by the Operational Wellness team and will go live the week of the 22nd.
- Added a Visitors information form to the website that will be part of the Welcome Page. This will allow new people to begin to receive our mailings. Since we have not been in person we have not had a way of capturing this information easily. We will also update the Worship script to invite people to fill them out to get the Digest and the Beacon.
- Working with our website provider to debug a problem with pages not accepting colored text.
- Julie will have to have another more intensive surgery in the near future. I am working with the treasurer, John Grigsby and members of various teams to fill the gap in her absence. We are not sure how long she will be unable to work at this point.

Congregational Life

- Collected the data from the Congregational Survey. Over 50 people filled out the survey which is a decent amount of people. The MET is reviewing the results and will recommend implementation of some of the suggestions.
- Continued meeting with representatives from the MET, Sylvia Quinn and the Welcome team, Robin Gagan, to discuss future collaborations between the two groups. We will be meeting weekly for the near future.
- Working with the Generous Life Team (GLT) to send out appreciations for the generosity of people in our congregation.

Unitarian Universalism

- Continued work the Article II Study Commission.
- Was the guest preacher at Eno River UU on 2/7 where I presented my sermon on UU Values. In an exchange Rev. Jacqueline Brett preached at our congregation the following Sunday 2/14

Attendance for December:

<u>Date</u>	<u>Devises</u>
01/03	106
01/10	124
01/17	110
01/24	116
01/31	136

Respectfully submitted,

Rev. Cheryl M. Walker

Lifespan Religious Education - February 2021

Monthly Report to Board

Leslie O'Connor

Current Activities:

- I completed the Spiritual Practices workshop series (12 weekly sessions). I taught myself how to create a Google form and distributed a course evaluation form. Evaluations for both content and facilitator were positive and I plan to offer this series again, after making a few minor changes based on feedback.
- Rev. Cheryl and I collaborated to transform the Welcome! Class from an in-person, interactive workshop format to an on-line Zoom presentation that also allowed for student participation. We had eight new people attend along with two current members of the Member Engagement Team. It was a two-part class held on consecutive evenings. After the challenge of converting the class format to on-line content, it was good to hear positive feedback from the class evaluation. I will be creating additional Power Point slides to expand our visual material in the Welcome! Curricula. If we need to present a second on-line class, we will be ready.
- Completed 'Our Shared Humanity: Bridging Divides and Finding Common Ground' that is offered by the Charter for Compassion organization (Karen Armstrong). I have permanent access to course materials and will almost certainly be using it in upcoming facilitation, teaching and writing tasks.
- For the Youth Group, we finished off our unit on managing stress by taking an on-line yoga class together. Once we got the giggles out we were able to focus on the lesson and the kids will add this fun learning experience to their tool box.

I am considering an on-line version of 'Our Neighboring Faiths' to finish out the school year. We will study world religions and attend the on-line church services as we are able. Feedback from other DRE's has been positive, with on-line attendance of services making it much easier than taking field trips, with volunteer drivers and chaperones, to the actual churches. But there is a significant element missed by not being in the building and face-to-face with the worshippers.

The youth made 48 (!) Valentine's Day cards and their Mom's dropped them off at church. I hand-addressed each masterpiece and mailed them to members and friends who had been selected by Rev. Cheryl, in time for Valentine's Day. I received 6 or 7 thank-you notes from people who were genuinely touched by this loving surprise.

Unitarian Universalist Congregation of Wilmington
Treasurer's Report for 7 Months ending January 30, 2021

Total Revenues to date: \$138,035.00

Total Expenses to date: \$135,399.00

Operating Excess: \$ 2,636.00

Operating income is coming in at good pace giving a positive cash flow monthly as expenses are on budget. Pledges received and Share the Plate collections are growing monthly. Currently our financial position is positive.

Operating funds available total \$113,615.00

Our mortgage balance is \$122,340.00 with principal and interest paid monthly.

Attached is our balance sheet as of January 30, 2021 and the general ledger report covering the same period.

Submitted,

John Grigsby, Treasurer