

## Agenda

BOT meeting in person and on Zoom

4:30 p.m. February 28, 2025

Trustees Present: Jimmy Reeves, Kathryn Waple, Mark Genter, Dennis McCulley, Michael Sheridan, Kathy Gilcrist, JoAnn Skinner; Fran Strauss - Zoom

- Light a candle/Opening words
  - A poem by Jarrod K. Anderson
- Check-in
- Approval of Reports (Available on Google Drive):
  - Report from Alyssa
    - No Report this month - medical leave
  - RE report from Rev Kelley
    - Report is more detail oriented than it was.
    - She will be asked to define acronyms before using them.
  - Statement of Condition and Statement of Activities
    - A conversation about fundraising we are behind budget on that, but we have made up income in other places.
  - Board Minutes from 1/28 meeting
- All of the above were approved
- The decision on Rev Alyssa's salary for the next fiscal year
  - Executive session was called to determine compensation budget for Rev. Alyssa and Staff. Treasurer was in attendance.
- Presentation of the 2025-26 preliminary Budget
  - Budget approved for distribution
- Website
  - We need to come up with an RFP for our websites so we can get at least 3 bids on redoing our website. The current budget request of \$7500 seemed
- Nominating Committee Kami O'Keefe, Andrea Boletti, Robin Raim, Pamela Waite?
- Immigrant Rights (Michael)
  - We have a work group set up by Jeanette Koshar - 7 people in the core group.

- Can we explain one sunday about core group and outer circle?
  - SJ has identified 5 work groups with specific targets, CORE Group - have gone to at least 5 or 6 immigrant rights meetings either in person or on zoom.
  - Stembra NC to host an ICE watch party here at church
    - We need partners to do this. We're exploring what they have done in other counties is to set to up an ice watch system
      - If you get a verified ICE sighting, you would call a trained verifier and two people will go and observe, but not interfere
      - They have to have a judicial warrant to enter a private space (we plan to designate the main office and the minister's office to be safe zones within the church).
  - We were approached by Amanda Boomershine and the Mexican consulate to use our sanctuary on an appointment basis to help people with paperwork.
    - We will need some people from congregation to be here, but it won't have a big footprint
  - trying to build collaborative groups with the members in the community.
    - helping kids get passports so if parents get deported so kids can go with them
    - Faith Action Card - for people who are undocumented and this group created id cards
    - There is a real need for people in congregation who have some spanish because there will be a lot of activities with the immigrant groups
  - the outer circle means you don't have to show up for committee meetings, but if there is an action event or something the message is please come!
    - The committee is looking for people to be part of the "outer circle"
- parking homeless overnight concerns
  - Tabled until next meeting, since we do not have enough information to answer the questions from concerned congregants or our own concerns.

- Let's have the organizers come out and talk to us so we can find out more information about what's going on.
- Story Hour update
  - plans are in place. Organizer will meet with parents involved to answer questions.
- Disruptive behavior policy
  - Motion to approve by Mark Gentner, second by Kathryn. Policy adopted as written without dissent
- Request by Marla Barthen to use our 501c3 status for grants
  - Kim recommends getting a lawyer to make sure that we are protected legally.
  - Concerns were expressed about staff hours. There is no time available from our administrative assistant, and a project administrator cannot come from the church. Concerns were also expressed about the church's liability, especially in the medical setting.
  - Concerns were expressed about the legal financial risks to our assets.
    - Need to have someone checking/audited on our side
  - We would have to have our own attorney
  - The goals of any proposal must align with our mission, and there were concerns about mission creep. We need to make sure that is it ok under our bylaws
  - 5-10% of the funds that come in a grant go to administrative costs. Nevertheless, the church would have to ensure that the conditions of the grant were adhered to.
  - Questions that need answered include our legal and financial risk and the consistency of by laws. We will need a pro forma financial statement
- Kathryn will follow up with Marla
- Discuss status of shared outdoor space (Plan for dedication, painting, ground prep)
 

*Kathryn*

  - Dates are March 22 (painting), April 26th (build garden beds) and potential third date to be determined.
- Start up Weekend has been scheduled for May 2 and 3. A UUA representative will take us through exercises that help us embrace our UU.
- Committee liaison reports
  - CFM
    - They are working on the committee fair for this fall and they collect review for minister
  - A ministerial support group has been formed

- Carl Middleton, Elizabeth Mcleod, Gary Barnes and Kathryn Sisler Waple
    - Will meet soon!
  - Jimmy will copy program council reports to Committee communication folder
  - The auction has been postponed until Fall
  - Water fountain update (Mark)
    - ERGH! the process is frustrating, expensive and stalled.
    - Do we have a congregant who is someone or knows someone, should we explore finding someone through Cape Fear Community college as long as they are licensed and insured!
  - Safety committee and FEMA grant. -Michael
    - We don't even know if FEMA is going to be around
    - Gary Barnes has been working on compiling a list of things that need to be costed out so we can add them to the grant ask.
    - Fema person does not know if the money will be there.
    - We can address the lighting issue with John Belletti's son - in the budget for 6-7 k for two new light poles that will cover the parking lot and the playground
    - We don't need new video cameras - there is an app that works with the system and does all the functionality
    - We can put up plastic covering on windows or shades
    - We have purchased and received a trauma bleed kit
    - We are also planning on having a CPR/First Aid training and active shooter drill from officer Ben
    - When we do another de escalation training we need to have ushers attend
    - Stand Up Training will happen before story hour and we should also invite ushers.
  - Personnel Committee update - Mark
    - Employee files of the initials and dates for the three employee need to be documented
    - The Committee will support with review and evaluation process of employees
  - Sustainable Space and AV Use
    - Our AV staff are being taken advantage of. Requests are coming in that need to be vetted, because doing programs in the sanctuary requires use of the Sound Closset and with Ed or Dan who need to stay for the entire event..
    - AV staff also arrives an hour before church to get things set up for the service, especially if there has been an event involving the Sound Closet.
-

- We plan to set up Dobkin Hall so the organizer can do everything without needing support so the closet doesn't get opened.
  - We also need to get someone or someones else trained on how to use the equipment
  - All requests will need to apply for use through the application process to be designed? The AV team should not be contacted directly.
  - Solution:
    - Ask Ed and Dan to train more people on the sound closet
    - Room use goes through Dennis Mcculley (Application process)
    - Set Dobkin Hall up as a simple secondary location
  - Keeping a Finger on Our Financial Pulse - Letter to Congregation by Kim Scott, Treasurer
    - Letter drafted that explains the financial health of the congregation
    - Board approves sending the letter to the congregation as an email
      - Also in digest, also announced
-