

**West Shore Unitarian Universalist Church
Board of Trustees Meeting
Thursday, May 27, 2021, 6:30-8:30 p.m.
Motions and Minutes
Approved June 24, 7 p.m.**

Present

TRUSTEES:

Daniel Ang
Gary Kustis
Sarah Soper
Carolyn Brown
Karen Auer
Lois Riemer
Brian Gardner
Liz Nolan
Suzanne Rusnak
Joe Schafer - ex officio

STAFF:

Rev. Anthony Makar
Suehana Kieres
Caprice Wright
Meghan Ross

FINANCE COMMITTEE:

Jen Wynn

MOTIONS:

Motion made for approval of April 23, 2021 minutes made by Karen, seconded by Liz - all in favor, none opposed.

Motion to accept a \$10,000 designated gift received from an anonymous donor to be used for the Organ Project (Restoration) made by Daniel, seconded by Lois - all in favor, none opposed

Motion to accept a \$50,000 designated gift from Bill & Carol Jacobs to be used for the Organ Project (Restoration) made by Karen, seconded by Sarah - all in favor, none opposed

Motion to accept a \$5,000 designated gift from Lois Riemer to be used for the Organ Project (Restoration) made by Sarah, seconded by Daniel and Karen - all in favor, none opposed

Motion to accept a \$30,000 designated gift from Judy Stryffeler to be used for the Organ Project (Restoration) made by Suzanne, seconded by Daniel - all in favor, none opposed

Motion to accept \$43,000 of CARES act tax refund monies made by Suzanne, Daniel seconds - all in favor, none opposed

MINUTES:

- 1) Chalice lighting, Daniel
- 2) Updates from Child Care Center, Caprice
 - Hired new assistant Tricia, from Bethesda Child Care center (Employee of 14 years)
 - Staff is a little short
 - Young toddlers will be growing due to range of ages covered
 - Summer camp starts mid-June, filling up now
 - More donations for playground - \$3,000 match donation from church member recently, up near \$15,000 for project
 - Will start working more on costs, working with Meghan
 - Arina will be joining staff for summer
 - 60 families on waitlist
 - Summer camp is a la carte, \$160 per week for 10 weeks, \$200 per week

- 3) Consent agenda, Sarah

Motion made for approval of April 23, 2021 minutes made by Karen, seconded by Liz - all in favor, none opposed.

- 4) Update from Director of Religious Education and Engagement, Meghan
 - will be out of office for a month
 - ALL Adult RE program - logo from Dorothy Richards
 - Fall offerings - proposal form
 - Diane doing great
 - Brian working on Bridging plans
 - Met with Jeff Martin and Kelly Pinkas - OWL programming
 - Decided to do makeup 5-6 OWL 5 week program over the summer
 - 8 max registration, 2 signed up so far
 - June 12, runs 5 weeks
 - Also planning fall 7-9 OWL and session of Parents as Sex Educators

- 5) Finance Committee, Jen and Suehana

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- Organ project: if we go over budget with donations, tell pledgers that they can give to different project (possibly maintenance, talk with David Blazer to get full details)
 - Liz: hearsay from others that the quantity of money to organ restoration means that church has enough money already
 - PR considerations of one-time projects vs. ongoing needs - how do we communicate this to the congregation?
 - Daniel: opportunities for questions and conversation can help this - town hall/Q&A Zoom meetings as possible option

- Financial Dashboard
 - With Donor Restriction segment lower because some was used for down payment on organ restoration
 - Supplemented with PPP loan in April, mostly from slight slowdown in pledges paid; due to happen at some point from prepayment on pledges from last year
 - Full forgiveness for 1st round of funding and interest - call it a grant going forward?
 - \$96k of first loan left, second loan not touched
 - Question from Jen: some confusion about Ministry Associates' relationship to PPP loan funds - answer is that Anthony takes advice from Ministry Associates but funds disbursement is still a Board and Senior Minister decision
 - Finance Committee will be meeting to go over for investment strategy and which advisor to go with
 - Liz: choosing investment advisors - guns/tobacco manufacturers should be out
 - Jen: more to come at June meeting

Draft budgets - not finished yet, but wanted to share what has been done so far

Motion to accept \$43,000 of CARES act tax refund monies made by Suzanne, Daniel seconds - all in favor, none opposed

Discussion: Brian - growing into financial security, this is necessary

Suehana info from non-active re-pledgers (renewals) sent out this week, directing requests for info to current year budget - current 2021-22 pledges at \$465,460. Suehana will be sending 123

letters, expecting to add \$126,156 = \$581,616. 122 to never-pledged, received. 23 people have made 0 payments for \$12,000 balance (much less than last year - 96 people made 0 payments with \$46,000 balance for 2019-20)

- to clarify, renewals are for pledge units with periods of at least 2 years of consistent pledging

6) Governance Committee, Joe

Perpetual agenda - tweaks to grammar in a few places, add an item to plan specific dates at the beginning of the church year - "live, working document"

Anthony is a big fan and is incorporating into Ministry Associates calendar

7) Minister Report, Anthony

- AVOM finance piece - Personnel team, multiyear maintenance plan, stewardship campaign
- Green Sanctuary: big sustainability push, response was to go to Coordinating Team, not minister, develop policies around decisionmaking, THEN make decisions
- Lois observations: group is in process, learning how to coordinate, going to have to do encouraging to get people to bring out ideas/suggestions - some groups are very quiet - overall favorable, no strong signs of resistance - separating big projects from day-to-day
 - Should not be boundary to Anthony
 - Anthony will be gone from June 21 to Aug 6 - will miss next BOT meeting, will be a plan in place for coverage

Meghan: Need signage and consistency about messaging on masks etc.

- Daniel will take point to develop and send to BOT members for tweaking and approval

8) Chalice extinguishing, Daniel