

**West Shore Unitarian Universalist Church  
Board of Trustees Meeting  
Thursday, January 28, 2021, 6:30-8:30 p.m.  
Motions and Minutes  
Approved via email March 2, 20201**

**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:**

Meghan Ross-Boggess  
Rev. Anthony Makar  
Suehana Kieres  
Caprice Wright

**FINANCE COMMITTEE:**

Jen Wynn

**MOTIONS:**

**Motion for approval of December 3, 2020 Minutes with suggested modifications:  
Motion made by Karen, seconded by Daniel - all in favor, none opposed**

**Motion to reconvene taskforce on reopening plan and revisit plan to reopen in April:  
Motion made by Daniel, seconded by Liz - all in favor, none opposed**

**MINUTES:**

1) Chalice Lighting - Daniel Ang

2) Opening Reading - Gary Kustis  
Poem from Carl Sandberg: Hope is a Tattered Flag

3) Consent Agenda - Sarah Soper, Secretary

- Need to clarify two things:

1) Bylaws Amendment re: Treasurer and Finance committee chair roles to be presented at annual meeting

2) Also Bylaws needs additional virtual quorum guidelines

- Both issues need to be sent back to governance committee for conversation and development - will have

**Motion for approval of December 3, 2020 Minutes with suggested modifications:  
Motion made by Karen, seconded by Daniel - all in favor, none opposed**

4) Child Care Center Report - Caprice Wright- Director

- Two teachers quarantined but tested negative
- School is back in session, no longer using the chapel - very appreciative
- Working on playground w/ improvement committee - natural, tree stumps
- New fundraiser towards playground
- Enrollment totals: 69, 70 by monday, March will see 72, first time full in infant room
- Summer camp plans, hoping to host this year
- Long wait list - 8 in-house families filling up upcoming openings
- Suehana: fake grass will cost \$11,500-13000 - currently pay \$2,000 annually for mulching, life expectancy of fake grass is 20 years - looking into creative ideas to get upfront funding; have \$9,000 in hand for funding
- Can currently accept donations of toys and equipment, contact Caprice to arrange

5) RE Report - Megan Ross - Director of Religious Education and Engagement

- Holiday wrap-up
- Coming up: parent group will be discontinued
- Adult RE starting up Meghan and Diane Alcorn - meeting again Monday, hoping to have a few Zoom classes by April - summer and early fall will do survey, then will use info to help set up new in-person
- Small online-only coming of Age: 3-4 kids, heavily modified
- Valentine-making project for kids
- Stuffed animal sleepover for final weekend February
- Steady attendance for RE classes
- Youth Group is really bonding
- Diane is doing a super job - upcoming pop-up crafting opportunity - Margaret has signed on for that (crocheting)
- 2 new members in the past month: membership classes have focused on pledging!  
(Suehana - kudos to Meghan and Diane)
  - New video in membership classes, warm handoff to Suehana or other finance person
  - Being upfront and comfortable with pledging conversation - rather than awkward
  - New pledges happening mostly on Realm
  - Jen wants to be a resource for pledging conversations with new members
- Connection Circle training - 8 people took training, 9 circles currently

6) Financial Report - Jen Wynn - Finance Committee Chair

- The Board reviewed the monthly dashboard. Highlights include:
  - Cash balance for CC center may look slightly lower due to timing of paycheck disbursement and there are no cash flow concerns
  - Service Auction did very well
  - Endowment is up b/c of stock market

- Qualified for second round of PPP loan, application is in - based upon same timeframe, so for same amount
- Question from Sarah: do we need the 2nd PPP loan proceeds? Discussion - are we taking funds from other small businesses? If we aren't tapping first round of PPP loan at the moment, will we need more? How are loan monies supposed to be used according to SBA? (answers discussed via email during February)
- Daniel will add some of this discussion to next Shorelines article to support the use of the PPP Loans
- Brian: are there more stable funds we could move the endowment into? Em G. is on it, Jen is coordinating meeting with investment advisor; next Finance meeting is Feb and will meet with bank rep at that time
  - Will have update for next Board meeting
  - Carolyn: few of our funds are related to those hedge funds that are most volatile right now
- Liz: ethical issue for our banking - who is investing in POC communities? Would like to see us do banking that supports our values
  - PNC is where the church has its bank accounts - Jen — PNC has made a commitment of \$1 billion to help end systemic racism
  - Daniel: Community Reinvestment Act has to be followed which “encourages financial institutions to help meet the credit needs of the communities in which they do business, including low- and moderate-income (LMI) neighborhoods.”
- Suehana will have revised budget next month
  - Q3 is drafted - budget projection, ready to be looked at

#### 7) Senior Minister Report - Rev Anthony Makar - Senior Minister

- Stewardship campaign messaging: Connected and Committed (stars) - out of conversation w/ new ministry associates (Shorelines article) - form constellations - chalice as constellation
- Jerry Devis heading Worship, Aesthetics, Arts; Kathy Strawser heading Caring and Community; Judy Montgomery heading RE and Membership; Gloria Bemer heading Justice and Outreach; Chann Spellman and Mimi Mayer heading Ways and Means
  - Ministry Associate Program - retreat end of February
  - Coordinating teams meetings in March
  - Ministry Teams meetings in April
- Caring and Community; 75th anniversary program beginning in August; goal to get Helping Hands program up and running; Connection Circle program
- Music Worship: tech capacity; raising \$200,000 to do organ maintenance (\$60,000 in hand)
- RE/Engagement: see Meghan
  - Regarding adult RE class: There are limits to Anthony's abilities (can't do everything congregants ask for)
- Justice: Visioning Taskforce; rejuvenated relationship w/ GCC
- Ways and Means: two because more work to do, generating and developing income; develop stewardship team; preliminary work on Capital Campaign w/ James Klote

company; fair compensation plan; maintenance plan - currently repairing sewer system in Rotunda

- Received \$7,000 gift for website development (Anthony wants Brian on taskforce)
- Stewardship campaign w/ budget information - two segments: current pledgers and nonpledgers; happy hours for big donors, need BOT reps at those events (dates will be sent out to Board, during Feb - to thank donors, info on special giving opportunities and larger plan for stewardship)
- Creating videos for pledging info w/ Christine Salontay
- Lois: her son was a Treasurer during 90s during 50th anniversary, Lois is interested in helping with 75th anniversary events
- Joe: Where do we stand about Open Questions? Engaging congregation in process? What do we DO with Open Questions?
  - Task for BOT and minister/staff, and probably for Coordinating Council eventually
  - How do we measure improvement?
  - Collecting resources and vision around Justice
  - One idea: what have we learned from the Pandemic?
  - Dorothy Richards: has shared reams of info from Project Check-in, which may be a good source
  - Liz: Theology of Widening the Circle through UUJO (2 conversations had between last week and this week)
  - Anthony: Justice Newsletter (monthly?)
  - Also sending results of Widening the Circle program to Coordinating Council as better use of time/energy/leadership
  - Daniel: need to be protective of Anthony's time and not fall into old patterns, create grassroots structure and develop credibility while disseminating information
  - Anthony: Hold space for people and take direction

#### 8) Facilities Closure - Daniel Ang

- Not much change in numbers from last conversation; positivity rate still very high; new strains; encouraging people to access vaccine; UUA has removed date for May resumption of services because of vaccine rollout uncertainty
- Anthony: require vaccination proof for presence at service? Reconvene reopening task force as a support for Board decisionmaking? Probably no single solution, but goal as least harm
- Daniel: reconvene taskforce - need to rethink criteria and what we've learned as well as how we can be fair and reasonable (we can't walk and chew gum here)
- Practical considerations: currently Rotunda undergoing sewer remodeling, difficult to ensure access with sufficient social distancing space

Motion: to reconvene taskforce and revisit topic in April - 3 month hiatus for better sense for what has happened/what will happen - may need to reschedule to do BOT meeting before Annual Meeting at end of April

**Motion to reconvene taskforce on reopening plan and revisit plan to reopen in April:**

**Motion made by Daniel, seconded by Liz - all in favor, none opposed**

Last things: Plug for next year's officers to be nominated; reminder that only continuing Board members are eligible to vote for officers

10) Closing Reading/ Extinguishing the Chalice

Gary Kustis: Poem by Emily Dickenson: Hope is the thing with feathers