

**West Shore Unitarian Universalist Church  
Board of Trustees Meeting  
Thursday, August 26, 2021, 6:30-9 p.m.  
Motions and Minutes  
Approved September 23, 2021, 6:45 p.m.**

**Present**

**TRUSTEES:**

Gary Kustis  
Sarah Soper  
David Willett  
David Drickhamer  
Kathy Kosiorek  
Brian Gardner  
Suzanne Rusnak  
Liz Nolan  
Daniel Ang - ex officio (via teleconference)

**STAFF:**

Suehana Kieres  
Caprice Wright  
Meghan Ross

**FINANCE COMMITTEE:**

Jen Wynn - chair

**MOTIONS:**

**Motion made for approval of June 24, 2021 minutes with final proofreading from Suehana and edits from Jen made by Suzanne, Liz seconds - all in favor, none opposed**

**Motion to accept and implement recommendations to reopen West Shore Unitarian Universalist Church with the exception of the requirement for church and child care center staff to be vaccinated, and with the understanding that these plans are subject to change and evolution as needed, made by Brian, Liz seconds - all in favor, none opposed**

**Motion to accept transferring \$47,367.34 unrestricted cash that originated from the final distribution of the UUA Endowment Fund to the PNC Endowment Investment Account as a General Asset made by Gary, Kathy seconds - all in favor, none opposed**

**MINUTES:**

1. Chalice Lighting and Opening Reading, Gary Kustis
  
1. Welcome and Intros for everyone at meeting
  
2. Consent agenda, Sarah:
  - Jen and Suehana had edits

**Motion made for approval of June 24, 2021 minutes with final proofreading from Suehana and edits from Jen made by Suzanne, Liz seconds - all in favor, none opposed**

3. Reopening, Gary Kustis and Rev. Anthony Makar
  - Liz: new max would be 20 people or 150? We would begin with 20, then 60, then 150 if appropriate
  - Brian: dual perspective of needing community AND current trends
  - Suzanne: encouraging vs. mandating vaccination, how do we do that?
    - Anthony: metaphor of frog in kettle, approaching point where people won't come back in person; we have had info in church publications
  - Caprice - had first case of COVID in July, shut down classrooms affected and report contact tracing info
  - Jen: expectation of contact tracing? Is 3 ft reasonable and how do we set expectations?
  - Meghan: registration to attend, allows for contact tracing
  - Sarah: no attendance but could take photo of beginning/end to facilitate contact tracing - would require a lot of confidentiality
  - Liz: should we ask for signed waivers? Anthony: Good Samaritan laws have been implemented to protect against COVID lawsuits
  - Gary: would a positive test affect operations of CC center? Caprice: no
  - Suehana: max 150 registration to check off for registration?
    - Diane Alcorn reports that colleagues reporting lower numbers overall
  - Dave Willett: having to change directions a lot, how do changes get approved? Rely on staff to pass recommendations on? Will be an iterative process
    - Debbie and Mick will be measuring distancing: between groups
    - Meghan: will leave some unfilled spaces for visitors, will gradually ramp up from 20 to 150 over time
  - Anthony: will have regular BOT huddle w/ Gary and Brian to do updates to current model; similar to other large UU congregations
  - Kathy: remind folks to stay home if ill, responsibility to keep each other safe
  - Suehana: requiring vax for some, but only encouraging for church members - policy with consequences, esp for child care center?
    - Sarah: priority on survey to gather congregation-specific info on vaccination
    - Brian: six vs. three feet - CDC guidelines are three feet for high-traffic
      - Meghan: plan to be responsive; can email registration list specific new changes
  - Liz: could we wear stickers with "vaxxed" on them?
  - Dave Willett: concern about self-reports, anonymity, credible numbers from survey data
  - Kathy: honorable, trustworthy congregation members
  - Gary: events like memorials, weddings, etc.?
    - Staff asked to vax: serious step; alternative of weekly COVID testing if not requiring - need to choose policy wisely (Suehana)
      - Child care staff did not get exposed even with child w/ positive test
  - Gary: not comfortable with requiring vaccination
  - Sarah: require reporting? Jen: as a responsible employer, big issue

- Dave: alternative of required testing seems like a good idea
  - Personnel team question (David Drickhamer)
- Brian: volunteers need vaccination requirement, staff is different dynamic for personnel team
- Daniel: vaccination requirement gives confidence - for his business, chose to pay employees for time off during vax process, require note if not getting vax for health reasons

From Anthony: On the front-end: when people sign up or register to attend church in person, they will be asked if they have been in contact recently with someone who's been diagnosed with COVID. On the back end: If it turns out that a church attendee comes up with COVID and informs us of this fact, we will need to notify everyone who was at church that Sunday (while, of course, keeping the name of the person contracting COVID confidential). The recommendation is currently that anyone who has been exposed to COVID needs to quarantine for ten days. Hopefully, most people coming to church have been vaccinated and the chances for this are small.

**Motion to accept and implement recommendations to reopen WSUUC with the exception of requirement of staff for church and child care center to be vaxxed, and with the understanding that these plans are subject to change and evolution as needed. Brian motions, Liz seconds - all in favor, none opposed.**

- Further review needed for staff vaccine requirement by personnel committee
  - Further question: How will we allow for different levels of comfort with personal touch?
4. Religious Education and Engagement Report, Meghan
    - was waiting for BOT decision,
    - two town halls, not much interest in online;
    - membership: Lakewood Community Festival needs volunteers, sign up online from Diane, open house for new members;
    - Brian Lutz is making plans;
    - Path to Membership name change to reflect current newcomers' interest better;
    - Connection fair reimagining?
  5. Child Care Center Report, Caprice
    - playground purchased, coming in Nov., new Cricut machine, every class is at future capacity (by next summer), current is 78%
    - Need to establish policy for consequences of COVID shutdowns - not charge for days missed?
    - Main door had been broken, has now been fixed
    - Have lost a couple of families due to more outdated paint/rugs
      - Have signed a contract w/ Cintas to have fresh rugs
    - Need to do further outside cleanup (landscaping/weeding)

6. Finance report:

**Motion to accept transferring \$47,367.34 unrestricted cash that originated from the final distribution of the UUA Endowment Fund to the PNC Endowment Investment Account as a General Asset made by Gary, Kathy seconds - all in favor, none opposed**

- Dashboard considerations - anything new to add/change/eliminate?
- Funds designated as with donor restriction: numbers going down because of organ restoration process
- Regular Board meeting conversation - CCC mission convo outside of normal procedure

7. Minister Report, Rev. Makar -

- 8th principle learning community (heavy involvement from Undoing Oppressions primarily): will work until there is critical mass (official group) for drafting petition - at least 10% of membership - leadership team developed to bring workshops/speakers/education around issue; goal is congregational vote, if passed will communicate to larger community the reflective level of commitment to anti-racism
  - Fulfilling process
  - David Drickhamer: how does this fit into our larger church plan? Anthony: Currently no larger strategic plan - Annual Vision of Ministry as short-term planning; last strategic plan was found in archives around early 2000s with no follow-through
  - Integration w/ Justice Visioning Task Force? Different focus, engaging different part of the congregation
  - Adding skeleton to church structure - need to review church mission statement

8. Board Retreat, Gary

- info will be communicated via email

9. Closed session

10. Closing reading, Gary: Quote from Nicholas Sparks: Sometimes the most ordinary things could be made extraordinary simply by doing them with the right people.