

**West Shore Unitarian Universalist Church
Board of Trustees Meeting
Thursday, April 23, 2021, 6:30-8:30 p.m.
Motions and Minutes
Approved**

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 March 25, 2021 minutes made by Liz, seconded by Daniel - all in favor, none opposed.

Motion to accept \$5,000 for use in Building and Maintenance from Judy Stryffeler made by Karen, Sarah seconds - all in favor, none opposed

Motion to accept \$20,000 for use in Organ Restoration project from Judy Stryfeler made by Sarah, Lois seconds - all in favor, none opposed

Motion to authorize Anthony to sign contract to complete organ restoration in the amount of \$190,000 with Holtkamp Organ Company made by Lois, seconded by Brian and Karen - all in favor, none opposed

Motion to move to phase 1 of the reopening plan as described by reopening team, excepting the wording of signage made by Daniel, seconded by Brian - all in favor, none opposed

MINUTES:

1) Chalice Lighting, Daniel and Sarah

2) Opening Reading, Liz: Reverend Eric Walker Wickstrom - doing the work of the congregation, chalice lighting

3) Consent Agenda, Sarah:

Some changes to accurately reflect the bylaws and policy amendments voted on.

Motion made for approval of March 25, 2021 minutes made by Liz, seconded by Daniel, all in favor, none opposed.

4) Director of Religious Education and Engagement Report, Meghan:

- highlights - youth service, May 16 coming of age credos, June will have bridging
- Diane's report is available, Brian is wrapping up first year
- Brian question: dedicated time for reflection - is that new? Part of group formation arc from Brian Lutz in his work at LGBTQ center with youth - Arina is graduating
- Fall - distanced activity to kick off RE year
- Sarah question: Any info on vaccinations among RE teachers? Not yet

5) Child Care Center Report, Caprice:

- two new hires to fill open teacher spots, also new cook being brought in
- Refrigerators in Baker in poor shape, using Rotunda kitchen fridge in meantime - Mick Nemetz found good price for freezer and fridge
Purchase will come out of child care center budget - question: does BOT need to approve? uncertain...Jen Wynn will find info on ceiling for voting by BOT),
- Playground improvement ongoing (Aesthetics committee is offering advice on painting inside of fence)
- Looking to fill open position at admin assistant

6) Finance Committee Report, Jen:

Gift came in for BOT to vote to accept: 20k for organ restoration, 5k for Building and Maintenance both from Judy Stryffeler

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Motion to accept \$20,000 for use in Organ Restoration project from Judy Stryffeler made by Sarah, Lois seconds - all in favor, none opposed

Endowment is up, PPP loan forgiveness submitted

Recovery fund start? How funded? Capital campaign?

Finance committee will meet the first week of May, will come back at May BOT meeting for a full briefing, also full budget layout, also 5 year capital budget - Debbie has maintenance review -

Question from Daniel: PNC socially responsible investment requirement? Will need to verify

Important update - WSUUC is now eligible for tax credit to offset wages during pandemic related shutdowns. Suehana is currently looking into requirements for paperwork eligibility. Originally structured as PPP loan vs. the tax credit was either/or, now can be both/and for eligibility.

7) Senior Minister Report, Anthony:

Q Brian: how long can we sustain this level of engagement at this job before you tire? Anthony: perhaps not long; this represents administrative growth; need a financial development/stewardship professional; then later, associate minister - in order to reach fair financial compensation for current staff too

Program council meetings are going well, organizational change is happening/unfolding
Chris Holtkamp is company for organ maintenance - Anthony is seeking authorization to sign contract to begin, currently 165k of 190k pledged (includes Jacobs' 50k) - this is under $\frac{1}{3}$ threshold for congregational level vote

Kulas Foundation is offering 20k from surrounding community

Motion to authorize Anthony to sign contract to complete organ restoration in the amount of \$190,000 with Holtkamp Organ Company made by Lois, seconded by Brian and Karen; all in favor, none opposed

Discussion: Suehana - using downtime from COVID, need to acknowledge that BOT is authorizing funds, overdue for this maintenance - unique opportunity

- Question from Suehana: can gifts towards this project be treated as not needing to be acknowledged and voted on?
 - Brian - that's a job for the governance committee
 - Daniel - for now, can be voted on by email.

8) Reopening Committee Report/Update, Anthony and Barb Mishic

- Lots of uncertainty, so need for flexibility
- Psychology/mental health is a factor
- Act and learn from actions; to wait means being stuck
- Needs of worship tech team
- Timeline/plan:
 - begin entry into Phase 1 for May 15: 10 and fewer w/mask wearing, volunteers allowed in building, virtual worship and outdoor programming
 - Signage, in newsletter, website: WSUUC is taking any and all precautions = mask wearing, social distancing, etc. Strongly encourages vaccinations. Your entry confirms personal responsibility for assumed risk.
 - Groups must accommodate virtual presence
 - Liability messaging seems excessive - need to rework this
 - 3 months later Aug 15 - up to 50 for events/worship multiplatform (2 months min for multiplatform prep - to get better bandwidth and test run tech)
 - Local case positivity rate should be less for this phase?

- Phase 3 RE restart
 - Scott Armor: does professional COVID assessment, will do for free
- No return to in-person until summer is concluding - guest speakers won't be appropriate or agree to come with in-person worship

Motion to move to phase 1 of the reopening plan as described by reopening team, excepting the wording of signage, made by Daniel, seconded by Brian - all in favor, none opposed

9) Annual Meeting Agenda Ideas, Daniel:

Votes first, then reports

1 wording changes in bylaws, supermajority required?

2 vote on new BOT members

3 Recognizing the Tech Team (formerly muggings)

4 Report from Daniel

5 Report from Anthony (reorganization highlights)

10) Closing Reading/Extinguishing the Chalice Liz: Rebecca A Hewitt