

## **UUFCA Board Meeting**

May 14, 2020

Location: Zoom Call

**Attending (via Zoom):** Marty Rudolph, Susan Kinney, Chad Leonard, Scott Rudolph, Sylvia McFarland, Mark Steinberg, John Lawton, Erika Beard-Irvine

**Absent:** None

**Guests (via Zoom):** Fletcher Chamberlin

**Called to Order:** 4:05 PM

**Minutes written by:** Erika Beard-Irvine, Recording Secretary

### **Consent Agenda**

Minutes of April board meeting approved. May financials approved. May board agenda approved.

*Acceptance of consent agenda moved by MR, second by MS. Unanimous.*

### **Reference Documents:**

Board Minutes April 9, 2020; May Board Financial Report 2020; Board Agenda May 14, 2020

### **Finance Report**

Work is continuing on clearing up some issues with the bookkeeping. The consultant has been working well with Leora. Sylvia is very happy with the work that has been happening. The consultant has spent 42.5 hours to date on this work and will give Sylvia an updated plan for her anticipated total hours. Sylvia has been working with Fletcher to turn over the treasurer job July 1. We will be over budget for payroll taxes for this year. Sylvia recommended increasing the payroll tax budget line item by \$3000 to \$17,500. Mark asked if the PPP loan would offset, but taxes cannot be included in the PPP money when determining how much of the loan can be forgiven.

*SM moved approval to increase the budget for payroll taxes to \$17,500. JL second. Unanimous.*

### **Reference Documents:**

Finance Reports

### **Endowment Committee**

Marty reported that she is working on an endowment brochure.

### **Personnel Committee**

Chad reported that he reviewed a UUA fair compensation guide which stated that dependent healthcare is not covered at all. He also reports that some parts of the employee handbook may need to be updated, because they are unclear.

### **Stewardship Committee**

Mark reported that the Stewardship Committee will be meeting on May 19 to review this year's campaign and plan for next year's campaign.

### **Facilities Committee**

John reported that the pan heaters are in the building and that we are waiting on the snow hoods to be installed. Parker was able to have a walk-through with the new maintenance people. There are some tweaks that they want to make this summer to make the system run more efficiently.

### **Minister's Report**

Scott reports that Amy Brock has accepted an offer to come as our new DRE. Scott is very excited about hiring her. She comes very highly recommended. She will be here on July 1. Scott will announce her hiring on Sunday during service and will follow up with an email. It is becoming more obvious that worship will continue to look different for a while. Currently, there are two positions. This week, the staff will start to look at shifting some of this work around. Service continues to improve each week. Coming of Age last week was fantastic. He is very thankful to Dana, the parents, and the congregation. Last Saturday was the leadership collaborative. It was great content, and Scott was very appreciative. GA is coming but will be all online the weekend of Jun 21. They are still figuring out how it will work. Registration will be \$150 for anyone. Scott would like to get as many people as possible at the meeting. There is \$2680 in the leadership development fund. He would like to give some partial scholarships to help people (especially youth) attend. Susan stated that there is money in the Board discretionary fund and that she would like to pay for a youth to attend. In June, we will need to officially give delegates their "power." A second round of care calls will start next week. He would like that call to include some information about how the congregation is responding to Deschutes County opening up. The staff appreciated the bonuses and were very surprised. Scott is working with other local progressive clergy to coordinate our activities. The pastoral care team is starting to meet more frequently. Pastoral care needs have increased a bit. Scott had a call with Rep Helt and Sen Knopf about provide relief for undocumented people. Fireflies has adapted well during this time and have continued to apply for, and receive, grants.

### **Social Justice Funding Task Force**

Mark reported that the task force is moving closer to finalizing a policy. They are hoping to have something finalized and ready to share at the next meeting.

### **Phase 1 Reopening**

Susan would like to have something to share with the congregation in the next few days, since Deschutes County enters phase 1 reopening tomorrow. The Board had a long discussion, including plans for the preschool reopening. Susan had a document for the congregation, which the Board discussed.

### **Paycheck Protection Plan**

We received a loan and the money. Leora is keeping track of the expenses. Sylvia will notify the congregation that we received the loan at the Annual Meeting. Fletcher was also very helpful and involved with obtaining this funding.

### **Annual Meeting**

The annual meeting is this Sunday. It has already been mapped out. There will be a 5 minute break after the service and then the meeting. Susan, Sylvia, and Scott will be making remarks. Leadership Development will present their slate of candidates. People will be able to type questions into the chat, and Leora will read them out. Voting will be by Breeze email following the meeting. Voting will not be anonymous, but Chela will be the only person counting the votes. This is the only way to ensure that only members are voting. Voting will be allowed for several days.

**Meeting Adjourned: 5:50pm**

**Next Meeting June 11 @ 4:00pm**