

All Souls Unitarian Universalist Church of Watertown NY
Minutes of the Board of Trustees November Meeting
November 2, 2022

Board Members Present: Heather Winn, Amy Summerville-Loomis, Eleanor Allen, Catherine Burns, Shannon Starkweather-Burke, Sarah O'Connell, Janine LaClair

Board Members Excused: Joanne Harter

Others Present: Robert South, Angelo Guarino, Kathy Ashland, Pat Sunderland, Kelly Sackheim, Harriet McMillan, Rebecca Carr,

Preliminaries: - Heather

Heather read the Board Covenant to us. Robert agreed to be the Process Observer.

Call to Order

Heather called the meeting to order at 9:35 am.

Minutes – Sarah The minutes of the September 23 Board meeting were presented. **Eleanor moved and Amy seconded that we approve the revised version of minutes from the previous Board meeting as written. Motion carried.**

Treasurer's Report - Eleanor

Eleanor reviewed the October 2022 financial report which represents the first third of the year. There were no questions and it will be filed for audit.

She noted that we had received an invoice from our current security firm, Doyle, for \$150 for the coming year but that we will not be renewing their contract in the next year, so a letter needs to be sent by Heather to that effect.

She also reported that we had received a notice requesting our "Fair Share" amount which is based on a combination of membership, budget and expenses. This amount is slightly less than the previous year since we do not have a minister. She also noted that our budget reflects that we spend \$1700.44 per member which approaches what the higher paying churches spend.

Amy asked where the money went that was left over from the renovations. Eleanor reported that money, \$145,227.56, is in the money market savings account – other, as indicated on the balance sheet. She also noted that at the last board meeting we moved to put \$100,000 in a high-yielding UBS account but that had not happened yet but would be very soon.

Vice President's Report - Amy did not have a report at this time.

President's Report - Heather did not have a report but noted that she was glad the Thanksgiving dinner went off so well.

Committee Reports

Finance Report - Eleanor

No report.

Building and Grounds Report – Rebecca

Heather reported that she, Rebecca and Eleanor had met with Diego Aguilar to discuss him taking on the role of being the general manager for maintenance of our building, including finding a roofer. He will bring the options to the board for approval and then he will oversee the work being done and keep

the board informed. He will charge us \$75/hour for this work as it accumulates and we will check in with him every couple of weeks as we did not set a maximum limit of time. She also noted that the snow removal contract has been received and signed.

Sarah presented background information on the security system and the quote from AllTech. She made a motion that we accept the bid to update the equipment and also contract with them for monitoring on an annual basis. Amy seconded and the motion was carried.

Rebecca noted she had sent a revised job description for our custodian, John Crupi, to the Building and Grounds committee and also had prepared a time sheet where he can specify what he had gotten accomplished. It was noted that he needed to submit his time sheet on a regular basis. Rebecca will set up a meeting with him and interested board/congregation members to review his schedule of what needs to be done and when.

There needs to be outside work done on the siding, Diego will be looking into that.

Outreach Report – Heather emailed Holly Yousey about the community dinner program. A start date has not been determined but it would be 2-3 nights a week, with a monthly cooking day where various church volunteers could come in to Emmanuel and cook meals that could be frozen in advance. Volunteers would be asked to come on the nights of the dinners as well for set up, serving and clean up and monitoring doorways for security purposes so people do not wander throughout the church (Emmanuel). The Red Cross would also supply training individuals during the dinner times.

Membership/Activities

Robert sent a report from the Membership and Activities group which is attached and which he went over. We also discussed recognizing individual birthdays or perhaps having a monthly celebration in general.

Worship Report – Eleanor

No report given.

Religious Education – See Membership and Activities report.

Ad Hoc Committees

Transition Team

The team is meeting with Rev. Hurt soon and will report back.

Worship Committee - No report but Eleanor noted that after the Transition Team meets with Rev. Hurt, some of the January services will be determined.

Religious Education Committee – Kathy Ashland wanted to say hi and had their first meeting. They set 2 missions for their work: first, a weekly RE program and she will be in charge of that through June, consisting of activities for children to do, not an official UUA curriculum. The second mission is to integrate RE with whatever direction our transition takes, so there is a short and a long term plan. Robert presented four motions he would like the board to consider.

1. Change the name of the Religious Education Committee to Religious Exploration. Eleanor moved, Catherine seconded, and the motion was carried.
2. We also request that the third paragraph of the Safe Congregation Policy be changed to replace the terms "Director of Religious Education" and "DRE" with "Board President". Eleanor moved, Heather seconded, and the motion was carried.
3. Replace the words "Religious Education" with "Religious Exploration" wherever they appear in the policies. Amy

moved and Eleanor seconded, and the motion was carried.

New Business:

Rental of Teen Room: Shannon has requested to rent the teen room at church for climate-controlled book storage for her job. After some discussion, it was decided that we would ask for \$100 monthly rent on a monthly basis, and a waiver for insurance. There was also a question about a unique lock and key. Shannon will take those requests back to her employer. Catherine moved that we will make an agreement with Shannon for book storage as negotiated by an email vote before the next board meeting. Amy seconded and the motion was carried.

Holiday Food Drive: Harriet suggested that we do a food donation drive for the winter since so many other organizations are already doing winter clothing collections. We will also put a money collection jar if people prefer to do that.

Juneteenth: Bianca requested building use as a back-up for the celebration in case they needed it. It was agreed we would let this happen unless another group or church member definitely needs it for that date but we can't actually approve it until we have the building use form in hand.

Social Action Liaison: Eleanor noted she feels we need to have a person at the church act as the liaison to spread information about things like Juneteenth or email items from the UU Service Committee, etc. and she volunteered to be that person. Sarah made a motion to appoint Eleanor as the Social Action Liaison to the UUA, UUSC and other groups. Amy seconded it and the motion was carried.

Next Board Meeting

The Board normally meets on the 4th Friday of the month at 9:30 am. Last month it was agreed that due to the holidays, the December meeting would change to Friday, January 6, 2023 and the regular January meeting would be held on Friday, January 27, 2023.

Process Observer Report – Robert reported that the meeting started one minute late because a quorum was not present. The agenda was provided in advance but it was incomplete. The agenda was followed, mostly, although some of the sub items were out of order. Not all were prepared. All could engage, everybody could get to what they wanted to get to. Dissent was allowed. Mostly people respected when one person had the floor. Were goals met? All issues were addressed.

Heather adjourned the meeting at 11:13 am.

Respectfully submitted,
Sarah O'Connell, Secretary