

Unitarian Universalist Fellowship of Durango Meeting Minutes June 23, 2020

Board Members Present (Online): *Frank Lockwood (President), Katie Kandarian-Morris (Minister), Elizabeth Long (V-P), Tim Miller (Treasurer), Nancy Burpee (Member-at-Large), Julie Jordan (Member-at-Large), Becky Malecki (Member-at-Large)*

Visitors: *K Redford, John Redemske, Rachel Lasiewicz and Teresa Jordan (incoming board members). Bonnie Miller, guest.*

Opening words read by Katie. Covenant was read by Frank Lockwood. Check-in was done, in the midst of the COVID-19 pandemic. Katie was the process observer. Members did check-ins.

Consent Agenda

Minister's report and membership report was moved from consent agenda. Membership report was shared via screen shot. Elizabeth approved consent agenda, and Julie seconded the motion.

No Public Comments - no guests showed up (online)

Minister's Report

Minister reported that In future months the attendance report will include those who view the service via saved video vs in real time. Weekly vs monthly average was discussed....

Katie shared that our guidelines regarding COVID have much vagueness in them, and that has been difficult for people in marginalized communities... stressed that we need to use covenant to guide us, so that power imbalances do not dominate processes.

Use of Facilities

Frank shared that the BOT put out some kind of policy in terms of our facilities and grounds use during the COVID pandemic. Katie shared that risk management should probably be involved with help or guidance from BOT members that includes a deadline so the fellowship can address this concern with inquiring parties. Tim shared that we should also consider guidelines from the state of Colorado as well as the UUA President's say regarding COVID.

Frank stated that we will put an ad hoc committee together regarding the use of grounds and facilities during the time of the pandemic. The Risk Management Committee (Peter T, Lisa M, Dennis Brown, and others) will be included/invited. John Redemske, as chair of Building & Grounds Committee, agreed to be on this committee, as well as Frank. It was discussed that we also include guidelines for meeting outside during the pandemic (no bathroom facilities). The BOT will be responsible for making the final determinations about use. In the interim, before the ad hoc committee submits their recommendations, people inquiring about this should be directed to BOT.

Finance Committee

Tim Miller presented regarding authorized agents. Every time we turn over (new Treasurer, for example) we need to update our authorization list. Authorized for the Bank of the San Juans checking account will be Frank Lockwood (Board President), Rachel Lasiewicz (Board Treasurer), K Redford (Board Vice President), Tim Miller (Finance Committee Chair) - providing enough overlap and redundancy. Teresa stated we might need a copy of last Annual Meeting minutes. Our TD Ameritrade accounts - Tim suggests we leave Mark Swanson (Past Board Treasurer) on the authorization list. As a current member of Finance Committee Mark knows a great deal about this.

Tim made a motion that we approve Frank Lockwood, Rachel Lasiewicz, K Redford, and Tim Miller as authorized signatories on the Bank of the San Juans checking account; continue with Tim Miller and Mark Swanson and add Rachel Lasiewicz as authorized signatories for the TD Ameritrade accounts; and authorize Tim Miller and Rachel Lasiewicz to sign transactions for the UU Common Endowment Fund. **Seconded by Elizabeth. Motion passed unanimously.**

Nov 19 we allocated Frolic monies. We allocated \$1200 for chancel boxes. John Schwob and Tom Miller donated much time with the carpentry. Materials alone ran 1594.80; so as this is about \$300 over. Unspent frolic money is about \$3,000.

Motion made by Tim to amend the budget to cover this extra money. **Motion seconded by Elizabeth. All were in favor.**

Staff compensation: the pandemic is changing how we spend money - less on utilities, less on child care. Connections Coordinator and Choir Director are working more hours as virtual work can be very labor intensive. A lot of technology and time is involved. Usually the Choir Director doesn't work in June or July - but no longer. Our grant also requires that we maintain a minimum head count during the covered period in which we are spending the grant money.

Total cost to increase the hours for both positions is \$636 for each of the next two months.

Tim moved to increase The Community Connection coordinator's hours from 14 to 16 hours per week at a cost of 139 per mo, including FICA taxes, for an indeterminate term. Choir Director will be paid at her normal salary during June and July for a total cost of \$1273. This can all be covered by the PPP money (grant). If it were NOT to be forgiven, the increases can be covered by our budget surplus this year. It was asked if two hours more per week will be enough to increase the CC. Katie, her supervisor, felt like it will because her hours were recently increased significantly. **Nancy seconded the motion. All were in favor. Motion passed.**

Bonnie Miller shared the high numbers for Share the Plate contributions. She thinks choosing clear need for Share the Plate recipients resulted in the most generous monthly contributions to date.

Process Observation

Katie shared that the computer lag on Zoom makes it harder to avoid interruptions. She thinks we often struggle with technical details vs sticking to the agenda. Minutes are discussed - can minutes go directly from the secretary to the entire board? Some confusion pre-meeting due to some documents being received only a day or two before the meeting. Maybe a process observation form goes to each board member at the beginning of each meeting. Also, a quick training on how to share documents online is planned.

Bonnie Miller, representing social responsibility and justice, spoke about a proposal: 4 Corners Rainbow Youth Center - they're trying to support at least 30 youth. They've been sending a care package each month to the kids, but their funds are low due to the fact that their spring fund raiser had to be cancelled. They had no funds for care packages after June.... Our social justice team would like to make a donation to help them out - of \$1,000. Their cost per month depends on spending more or less based on what they have available.

Becky made the motion to pay \$1200 from the FY current budget as a donation to the 4 Corners Rainbow Youth Center for GLBT youth for social justice. **Elizabeth seconded. Motion passed unanimously.**

Faith Formation Safety Policy

Teresa shared that the development of this document was done with FF director committee...it was a process involving multiple people....

Needs some revisions... send suggestions to Julie so there is more united input, and have her meet with Sara as the Board representative. Suggestion to do this with Google docs...?

Deferred voting on the policy at this time. Board members commented that overall the document looks very thorough and solid.

Closing words were read by Frank. Words of gratitude were shared with the departing Board members.

Upcoming Meetings:

Next Deep Chair Meeting: Tuesday July 14th at 4-6 via Zoom

Next Board Meeting: Tuesday July 21st at 4-6 pm via Zoom

The regular meeting was adjourned at 6:05 pm

Submitted by Becky Malecki, Board of Trustees Member-at-Large

Date approved by the Board of Trustees: July 21, 2020