



Board of Trustees
Minutes
October 27, 2020
Online Meeting

Board Members Present: K Redford, President; Teresa Jordan, Secretary; Rachel Lasiewicz, Treasurer; John Redemske, Member-At-Large; Rev. Katie Kandarian-Morris, Minister

Vistor(s): Nancy Burbee, Tim Miller

3:01 Meeting Called to Order by K Redford (KR). Opening words were read and chalice was lit by Teresa Jordan (TJ). Rachel Lasiewicz (RL) read the Board Covenant.

Process Observation Form was reviewed and Rev. Katie Kandarian-Morris (KKM) reminded Board members that each has a responsibility to assure processes are observed and authority to call to the Board's attention if there is deviation. The identified process observer will officially report during each Board Meeting.

3:10 Check-In was completed by Board members.

3:12 Consent Agenda Minutes of the September 22, 2020, Board Meeting; Membership Report; and Faith Formation Report were accepted by consent.

3:12 Public Comment None.

Business Agenda

3:13 Minister's Report KKM highlighted the following points from her written report:

- She will attend a virtual "retreat" with a chapter of our UU Ministers' Association and share reflections of her spiritual odyssey.
- Hiring someone to help with Zoom tech for worship services is being considered.
- We need to reschedule some Board Meetings to accommodate the holidays.
- Faith Formation's Truck or Treat was cancelled due to state's COVID dial increase.
- We will wait on decision on Christmas Eve processional until next Board Meeting after report from Risk Management Committee's COVID monitors.

3:20 Treasurer's Report RL highlighted these points from her written report:

- Year-to-Date figures are awaiting final report for FY2020. Finance Committee is working on the Year End Report, and Treasurer will forward the report to Board members as soon as it is finalized.
- First Quarter pledge payments were less than pledged. Down about \$12,000.
- Operating expenses hit patterns reflected in YTD. Some line items appear over budgeted amounts. Overall expenses, however, are under budget about \$3,000. (Building & Grounds Committee had to repair an irrigation leak, Information Technology Committee upgraded the WiFi, and UUA Fair Share was submitted).
- Non-operating budget had \$20,000 income.
- The operating net loss is about \$7,300.
- The Federal Payroll Protection Program form for loan forgiveness has been issued. **Finance Committee will follow-up with this loan forgiveness application.**
- Finance Committee held a retreat and wrote processes. Treasurer will share these notes with the Board. **Board members were asked to review and provide feedback to the**

committee. (Treasurer and Minister as Chief-of-Staff will meet to clarify staffing responsibilities.)

- KR noted that password security needs to be addressed, especially for Quickbooks. This needs to be researched and studied with input from Finance Committee, staff, and Information Technology Committee in a Board work session. **KR will schedule and organize the work session.**

3:56 BREAK

4:01 Appointments The following motions were made to fill vacancies:

- ***John Redemkse (JR) moved that the Board appoint Terri Reherman as Vice President until the next election. Seconded. Motion carried.***
- ***JR moved that the Board appoint Lisa McCorry as Chair of Risk Management Committee. Seconded.*** Discussion clarified existence of this vacancy. ***Motion passed.***

There was discussion about how bylaws address appointments to Nominating Committee.

- ***JR moved that that the Board appoint Dell Manners as a fourth member of the Leadership Development /Nominating Committee. Seconded. Motion carried.***

4:12 Property Bargain and Sale of Right-of-Way

TJ moved that the Board authorize President K Redford to sign a deed conveying right-of-way on a parcel of land near Vallecito Lake to La Plata County. Seconded. Motion carried.

TJ moved that the Board authorize a one-year listing agreement with Highland Realty with an initial \$290,000-320,000 asking price on the property near Vallecito Lake.

Seconded. Discussion established that UUFD's Gift Acceptance Policy provides a procedure for gifts of real property to be liquidated and that the donors' wish was that the property be sold to benefit UUFD. ***Motion carried.***

4:22 UUA Pandemic Guidelines

TJ moved the Board approve this from President's Message in UUFD November newsletter: UUA Pandemic Guidelines statement: The safety of our minister, staff and congregation during the uncertain progress of the pandemic is our top priority. The UUA recommends that congregations plan for ongoing virtual gatherings and operations through May 2021. This applies to worship, events, rites of passage, and more. The UUFD Board has approved limited, small-group, outside gatherings while the weather permits. This policy is based on the extensive report of our Pandemic Policy Task Force.

Seconded. Motion carried.

4:26 Review Copyright Policy Recommendation

After review, the Board agreed to take up this item at the next Board Meeting.

4:32 Process Observation KKM reported that the meeting was running ahead of schedule; some reports were missing; and there are some issues with screen sharing. More Board members are needed to take on volunteer tasks. Only once was the Board called back to agenda items. Finance and systems discussion took a lot of time. Conflict was named. Board is dealing with complicated issues and trying to figure out its part in our governance model.

4:39 Assignments: Opening words JR; Covenant TJ; Observation RL; Closing words KKM

4:45 Closing words were read by KKM and the chalice was extinguished by TJ.

5:00 Adjourned

Note: ***Formal motions appear in bold, italic font. Action items appear in red font.***

Respectfully submitted by Teresa Jordan, Board of Trustees Secretary

Date approved by the Board of Trustees: November 18, 2020