



Board of Trustees Minutes
Monthly Board Meeting, Online,
Feb. 23, 2021
Executive Session, Online, Feb. 25, 2021
Email Vote, March 18, 2021

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

Vistor(s): Kathleen Adams, Allison Anderson, Sherrod Beal, Nancy Burpee, Steve Foster, Carolyn Miller

4:02 Meeting Called to Order by K Redford (KR). Rev. Katie (KKM) read opening words and lit chalice. Rachel Lasiewicz (RL) read Board Covenant. Terri Reherman (TR) will complete the Process Observation Form.

4:05 Check-In was completed by all present.

4:10 Consent Agenda: January 2021 Board Meeting Minutes, Membership and Faith Formation reports accepted.

4:12 Public Comment:

Allison Anderson stated that she is willing to work on implementing outdoor meetings per existing COVID policies and to help work on re-opening transition.

Steve Foster advocated for support on behalf of Sara Sanchez-Armstrong for starting Black Student Alliance at Durango High School. KKM suggested he email requests to Social Justice Team.

John Redemske (JR) spoke on behalf of Aline Schwob who is seeking okay from Board for conceptual planning for memorial garden at UUFD. Board will consider motion tonight if time allows.

Carolyn Miller announced Nominating Committee is developing a process for interviewing potential Board candidates.

Business Agenda

4:25 Minister's Report: New log-on information for UUFD network was distributed. Discussion re: How does budget timing work for proposed increases in staff hours? KKM announced she will appear on a UU forum to discuss her new book.

4:35 Treasurer's Report/Budget Review: Payroll Protection Program (PPP) forgiveness arrived in January. **Treasurer will make sure PPP forgiveness documentation is stored in church files.** UUFD is financially strong due to PPP forgiveness, property donation, and large pledges paid in full. Finance Committee is considering another draw on PPP. Finance Committee asked for an update on FROLIC. Board agreed FROLIC would most likely be in Fall 2021, so there will be zero income from FROLIC for FY2021.

4:46 Stewardship Report: Even with much effort, Chair Kathleen Adams has experienced difficulty recruiting members to fill the committee. She will ask Nominating Committee for help identifying potential committee members.

Pledge cards are to be returned to Stewardship at UUFD. There was good collaboration with our Connections Coordinator and the Membership Team to develop the mailing list for the pledge campaign. "Dazzle Drive-Thru" for collecting pledge cards is planned. Board members were encouraged to **turn in pledge cards early**. Sherrod Beal, Pledge Campaign Co-chair, shared that there was good cooperation in developing this year's pledge drive. Sherrod handled promotional announcements. Brochure card was designed by Shannon Orndorff.

4:56 Asylee Family Request:

JR moved that the Board agree to allow the asylee's cousin Yuri to stay with the family in the Columbine House for two weeks from today. Seconded. Motion failed.

JT moved that the Board allow the asylee's cousin Yuri to stay with the family in the Columbine House for one month from today and that the Board give notice to the family to vacate the premises by May 1, 2021. Seconded. Motion passed.

5:21 Healthy Congregations Committee (HCC) Follow-Up: TR reported we have approved committee members: Kathleen Adams, Sherrod Beall, Jim Brooke, Mary Hockett, and Laurie Meininger who are ready to move forward with training. Committee members will individually review specifically identified resources, then meet with a consultant in March for further training. **TR will schedule training with consultant.** Board members and other congregants may attend the training with the consultant. **The Board will customize a chart resource** to compare tasks of Healthy Congregations Committee, Risk Management Committee, Safe Congregations Response Team, and Board to reflect UUFD's Governance and Ministry Model and Board policies.

5:39 COVID Planning Update:

KR read the following from "UUA Guidance on Gathering In-Person When COVID-19 Subsides":

"Because of re-opening of some in-person spaces around us, and because of our strong desire to connect once again in the sacred spaces of our congregational buildings, many congregational leaders have begun asking UUA for guidance in decision-making re: when and how to resume in-person programs and services.

As your UUA leaders, who always serve in partnership with your own congregational leadership, we have articulated the following principles for thinking about when and how to go back. They are grounded in Unitarian Universalism's deep values.

- Our abiding care and concern for the most vulnerable, inside and outside our congregation.
- Accessibility and inclusion for all of our members and friends to participate in our congregation, regardless of health status, health vulnerability, or ability.
- Recognition that we are part of an interdependent web and, as such, our risk-taking and our protective actions affect far more than just ourselves. Our congregational decisions can impact other congregations and the wider community.
- Ethical treatment and expectations for our leaders and staff, minimizing the risks to their own health and well-being.
- Our affirmation that good science, coupled with our UU values, must be the basis upon which we make decisions about in-person gathering.
- Commitment to our mission, community, and theology more than ever, mindful of the spiritual demands of this transition.
- Our deep hope that we as a country, and as a world, will not return to "normal" when the pandemic is over. We seek to live into "a new normal" of more justice, more love, more equity, more sustainability, and more peace.

In this difficult and extraordinary time, we invite you to engage with us in ongoing creativity as we all minister to one another and the world.

UUA Recommendations

- In the midst of uncertainty, the **UUA stands by our spring 2020 recommendation** that congregations plan for ongoing virtual gathering and operations. This applies to worship, events, rites of passage, and more.
- We strongly discourage smaller in-person gatherings (such as meetings or one-to-one pastoral care) in indoor spaces, even with masks. Even the best masks are not 100% effective in preventing the spread of the virus from person to person. Our values of safety and inclusion call on us to minimize risk. We do not always know who might be most vulnerable to being harmed, or killed, by this virus. And we do not want to place the burden of educating or correcting us on the people who are most vulnerable.
- Our highest values and commitments call us to refrain from in-person gathering until the COVID-19 pandemic is controlled. We invite you to think of your congregation as primarily digitally-connected, with small in-person nodes that can grow as the pandemic subsides. Learn more about how you can [embrace the opportunities presented by this time of virtual gathering](#).
- Our recommendations for congregations are indeed more stringent than schools and businesses that surround you, for the following reasons:
 - As a community that values inclusion and collective care, we don't want to create in-person situations that inadvertently exclude those at higher risk, or create situations that force those

at higher risk to publicly identify themselves. Our decision-making must center the needs of the most vulnerable.

- The membership of most UU congregations is an older, more vulnerable population than the general public.
- We do not want congregational staff and ministers to be put at risk on the job.
- A normally-operating congregation presents too many opportunities to spread a highly contagious respiratory virus like COVID-19.
- **In case of emergency:** In alignment with our UU values, the UUA supports opening congregational buildings to protect lives in emergency situations that call us to protect life, such as natural disasters and violence in the streets. In such situations we urge congregations to take utmost care to minimize the possibility of the spread of COVID-19. Consult local health departments and our [sources for accurate information](#) for guidance on minimizing the spread of the virus in such situations.

How Can We Decide When to Resume In-Person Gathering?

We are guided by science and our deepest values, not politics, when we urge congregations to not resume full in-person operations until concrete public health criteria are met. Your congregation's leaders and/or its COVID-19 Task Force will need to decide which counties and cities' data to take into account."

KR proposed the Board form an *ad hoc* committee/task force to plan for reopening. **JR volunteered to draft a task force charge and email to Board members** for comment. Task force members will include one representative from Worship Team, Building & Grounds Committee, Faith Formation Program, Risk Management Management Committee, and one member who served last fall on the Pandemic Policy Task Force.

5:55 Mission/Vision: **JR reported he is gathering information from the congregation, staff, committees, and teams to incorporate into themes which he will turn over to wordsmiths during the first week of March.** Wordsmiths will draft statements for Board approval.

6:00 Process Observation Report by TR. Meeting was productive. Expressions of gratitude by President were a welcomed addition to the meeting. Nice energy was displayed between Pledge Campaign Co-Chairs Kathleen Adams and Sherrod Beal.

5:35 Summary of Action Items: **Secretary will email action items** to Board members.

6:02 Memorial Garden: By consensus the Board approved concept planning for a memorial garden. Five members of the congregation - John Redemske, Aline Schwob, Judy Hayes, Barbara Hawn, Trenton Wann, and Mary Hockett - have agreed to work on a concept plan to recommend to the Board for consideration.

6:10 Next Meeting Assignments: **KR will notify those assigned** prior to the next meeting. Opening Words; Covenant; Observation; Closing Words

6:11 Closing words: Due to running over time, there were no closing words. Chalice was extinguished by KKM.

6:11 Adjourned

Executive Session, February 25, 2021: Board agreed that President will send a written response to address a member's concerns about staffing of a committee.

COVID Task Force Charge was approved by the Board with an e-vote on on March 18, 2021. Approved charge is attached to these minutes.

Upcoming Meetings

Vision of Ministry (Budget Without Numbers) Work Session: Wednesday, March 3, 3:30-4:30pm

Next Deep Chair – Tuesday, March 16, 4:00-5:00pm

Next Board Meeting – Tuesday, March 23, 4:00-5:30pm

Respectfully submitted by Teresa Jordan, Board of Trustees Secretary

Date approved by the Board of Trustees: March 23, 2021



Charge from the Board of Trustees to COVID Task Force

In support of the Board of Trustees' desire to re-establish in-person gatherings held outdoors on the Unitarian Universalist Fellowship of Durango (UUFD) campus, inside our congregational buildings, and at UUFD sponsored events off campus, the Board seeks recommendations on how, when and under what conditions in-person meetings, programs and services can resume. Recommendations must be grounded in Unitarian Universalism's deep values including concern for the most vulnerable, access and inclusion, recognition of the interdependent web of existence, care of our staff, fact-based decision making grounded in science, and commitment to our mission.

Recommendations of the COVID Task Force shall be developed with due consideration to the increase in fully vaccinated people, recommendations from the Centers of Disease Control and Prevention, laws of the State of Colorado, San Juan Basin Public Health regulations, and guidelines developed by the Unitarian Universalist Association and UUFD liability concerns. In addition, the task force will consult with San Juan Basin Health to develop recommendations for the Board to consider.

The previous Pandemic Task Force (Fall 2020) established best practices for in-person gatherings during the COVID-19 pandemic. On October 4, 2020, the Board approved policy B-8.1.5(R) COVID-19 Pandemic which defined requirements for small group, outdoor gatherings. These documents can provide valuable background information during the deliberations of this COVID Task Force.

Consideration should be given to factors such as mask wearing, distancing, handwashing, local COVID case numbers, COVID infection rates, hospital ICU capacity, percent local population vaccinated, etc.

Charge Statement: This task force is charged to develop draft policy recommendations for Board consideration for safe, in-person gatherings for meetings, programs and services sponsored by UUFD.

The task force will establish best practices and specific recommendations to determine when and under what conditions group gatherings may occur for the current COVID state as well as for future improved COVID states leading ultimately to pre COVID status.

To this end, with the approval of the Board, the Board President will appoint a chair to lead the task force who will recruit 4-6 church members in good standing to assist the COVID Task Force in determining how best practices can be applied to UUFD facilities for in-person gatherings. This task force shall seek to include members of the Risk Management Committee, Building and Grounds Committee, Faith Formation Program, Worship Team, and a person with medical background. Should the task force be unable to include members of the above committees and groups on the task force, it shall seek input from each group.

Time Frame: The COVID Task Force shall present its initial recommendations with justifications by May 15, 2021, in the form of a draft policy for the Board of Trustees' consideration at the May 25, 2021, Board of Trustees monthly board meeting. Once a policy is approved by the Board, members of Staff will be responsible for implementing appropriate procedures. The task force should also present additional updated recommendations to the Board of Trustees by the 15th of every following 1-2 months on an ongoing basis until the COVID situation has been completely resolved.

Primary author: John Redemske

Date approved by Board of Trustees: March 18, 2021