

Agenda

BOT meeting in Person

4 p.m. September 24, 2024

If you cannot attend in person, you may Zoom in using this link

<https://us02web.zoom.us/j/84007421345?pwd=LQHdNCjUDxZR11ZTjSSyxCGDMmqQpV.>
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- Those Present:
 - Jimmy Reeves (President), Mark Gentner (VP), Kathryn Waple (Secretary), Michael Sheridan, Fran Strauss, Jeannie Lennon, JoAnn Skinner, Kim Scott, Kathy Gilcrist, Alyssa Lee (Minister), dennis Mculley - zoom
- Light a candle/Opening words
 - Alyssa read from deborah Faulk
- Check-in
 - Jimmy is going out of town until October 8th, so Mark is “in-charge” until then.
- Letter of Celebration for Alyssa’s Ordination
 - We have the letter written and we are going to ask Holly to print it on nice stationary.
 - Dan is doing video of Ordination
- Approval of Reports (Available on Google Drive):
 - Report from Alyssa
 - RE report from Rev Kelley
 - Statement of Condition and Statement of Activities
 - Board Minutes from 8/27/2024 meeting
 - All reports approved/ accepted as submitted.
- Vote on Resolution: Adoption Motion: 2025 Restatement
 - Unitarian Universalist Organizations Retirement Plan
 - There is a list of covered employees who count for the retirement plan.
 - Voted and Accepted
- Committee liaison reports
 - Michael has a question about who is responsible/who gets assigned to what
 - It makes sense that for people who are on a committee or have direct information about to it be the liaison
 - Once the reports come in to CFM they will be made to the board.

- We need to review the liaisons
 - The expectation for these liaisons is when there is something that the board does that the committee needs to know about it is up to the liaison to let the committee know, and if the committee needs the board to know something they pass it along through the liaison.
- Jimmy, Kathy and Alyssa went to the MET Meeting
 - There is a spreadsheet but it holds data and there haven't been any actions on it.
 - We need to figure out a better system to close the information gap.
 - There is still confusion about the process, and we need to streamline the process
 - People get a name tag after they sign the book, or, become a friend of the congregation
 - A Lot of other congratulations use a software that is not super popular, but there are some programs that can help with tracking
 - Is there any kind of regular training or orientation for what is supposed to happen at the welcome table?
 - Yes, and the info needs to be updated. And include the standard procedure
 - Also how do we follow up with the older long/term members who don't come as often anymore.
 - Another idea is that after being here 2-3 times they get a name tag, and then when they leave they give the name tag back, and the back is marked with how many times they have been and we can track it that way.
 - After they have been here 3 times we send out a written out card
 - Ambassador
 - After/during coffee hour have a class room available to new/visitors
- GLT
 - Is working on the theme for the next pledge drive.
 - GLT should be year round endeavor
 - collapse fundraising into it.
 - The Board is responsible for the fundraising plan that is due in the fall
 - At the october 3rd commitment the plan will be discussed
- We are eligible and going to pursue the FEMA grant.
 - Jimmy is working on setting up the police report review. He is going to reach out to Sierra to see if she can help get Jimmy in touch with the right person.
 - This grant is a safety thing, so based on what we need, the lighting and the high res cameras with no fast forward.

- Going to hold off those two things so that we can use the 10k for things that aren't covered by the grant
 - Looking into a solar light type of thing as a stop gap for the safety issue for lighting the parking lot.
 - We need the higher quality flood light ones.
 - This is something we need to involve Bill Singleton - this is a temporary stop gap until the grant comes in.
 - Social Justice, UU Justice NC, and share the plate
 - We got UUA to match Share the Plate for the NC disability rights!
 - It costs \$30 per ride to get someone to the pools.
 - If there was more of an effort between Social Justice and Share the Plate, there is an opportunity for us to maximize our impact.
- Discuss hiring Andrew Hirst as our Music Director and adding the Sexton money to his pay.
 - There are many different parts to organizing the music for the service each week.
 - There have been opportunities for miscommunication because of all of the moving pieces.
 - With the money budgeted for the sexton position, shifting some of those funds to creating a role for Andrew as the Music Director, instead of the Choir Director to pull all of these pieces together.
 - The proposal is to offer Andrew an increase in hours, it has been run by the treasurer.
 - The music committee would then be a resource for the Choir Director.
 - The music committee is currently not well defined.
 - There are constraints based on what music we currently own, and if the choir is involved the lead time needs to be considered.
 - Alyssa is going to write a job description
 - We are going to get the things done that we wanted to hire a sexton for, should now be done by a volunteer group.
 - Board approved to increase Andrew Hirst's hours to 12 a week at his current rate as the new Music Director.
- Approve money for locks submitted by Roxie Morrison
 - The deadbolt in the kitchen was the big external problem, and that now having the deadbolt solves the problem.
 - Next step would be an electronic door locks with a keypad.
 - See attached report from Roxi Morrison
 - Richard Maxted has agreed to install them
 - Board Approves lock purchases and install
- Discuss shared outdoor space (Fencing)
 - There is a congregation member who is going to donate gathering space equipment

- And another congregant who is going to help procure fence material at cost, possibly at donation
 - Jeannie is going to get together with Gary and the congregant to get together for a plan, timeline and budget.
 - also look at options for grants, raising funds from the greater community
 - Think about it as a fundraising activities instead of asks
- Safety committee and FEMA grant. We are eligible, Gary Barnes is heading it up. We need volunteers to begin gathering data/police inspection. Attending webinar on church safety?
 - Building and grounds safety is the one related to FEMA grant.
- Building and Grounds (Bill Singleton)
 - Can we get volunteers for gates/sandbags
 - Volunteers to help with trash and recycling to curb and back
 - Fran is going to volunteer to take the cans in and outs
- Pictures of Staff Follow-up
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- Notecards
 - Write thank you notes at the end of each meeting
 - Had a conversation with the artist who did the UU cards
 - The board is going to get cards for us to write thank you notes using the board budget
- Fundraising ideas for the future include an idea to get UU Schwag
- For future work:
 - Policies and procedure that we need to have in writing but don't yet
 - Need one for how to do reimburse expenses
 - Receiving restricted moneys from members.
 - Are these board level decisions/policies
 - In Alyssa's experience there is a policy committee that then brings policy to the board for approval.
 - Kathryn is available after the new year to help write a policy manual

Meeting adjourned at 6:20 PM