

## Agenda

BOT meeting in person and **on Zoom**

4:30 p.m. November 26, 2024

Members Present: Jimmy Reeves, Alyssa Lee, Kathryn Waple, Michael Sheridan, Fran Strauss, Jeannie Lennon, Mark Genter, Kim Scott

- Light a candle/Opening words
- Check-in
- Executive session
  - went into executive session from 4:35- 5:43 PM
- Proposals: Jeannie makes a motion that we establish a personnel committee that is composed of three members of the board, two members of the congregation and the minister.
  - All in favor - aye, unanimous
- Second Motion: Board directs the personnel committee to consider the growing needs of the congregation and to review responsibilities of all staff positions.
  - All in favor- aye, unanimous
- 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 10/22/2024 meeting
  - Minister's Discretionary Fund
  - Professional Expense Allowances
  - Gift Expenses Policy clarification
    - All gifts have to go to the general fund, they can't go for a specific item
      - It is not in any church or nonprofit to take restricted gifts.
      - *However, The Board can reallocate general funds for a specific purpose after the fact.*
  - Accountable Reimbursement Policy
  - UUCWNC Fundraising Policy
- After discussion, all policies and reports were approved by the Board
- Committee liaison reports
  - CFM report

- There were issues with the state of the kitchen and Dobkin Hall for how the space was left after community events
- Accept recommendation to help CFM write up guidelines to inform people who use our space
- Staff Christmas bonuses
  - We will continue the tradition of collecting staff Christmas bonuses the Sunday after thanksgiving
- How does the Board want to manage the membership list? Folks who have not contributed in a significant amount of time.
  - We have a list that has people who have not made any pledge contribution since July 2023
  - Jimmy will go through the membership list to make recommendations on an individual basis.
- Discuss status of shared outdoor space (Fencing, play equipment)
  - Kathryn is taking responsibility for the rest of the process
  - Kathryn and Rev Alyssa are going to meet to discuss the next steps after the fence is built.
- Progress Pride Flag on sign
  - Moved to next meeting
- Auction – an auction committee has been formed and is dealing with possible dates.
- WHQR Question
  - A member suggested that we make a donation through share the plate for advertising in WHQR to publicize Rev Alyssa’s installation. It was pointed out that although they are a non-profit, a purchase of advertising is not a donation, and is therefore inappropriate as inappropriate from our Share the Plate program.
  - We can donate without buying air time, or we can purchase air time from our general fund. Concern was expressed that the purchase would not provide much visibility because of the way it was structured. Mark will discuss with the individual and possibly WHQR.
  - It was suggested that day sponsorships that church members may have available could be used instead to advertise Rev Alyssa’s installation in February.
- Water fountain update (Fran) will take the lead.
- Christmas Card fundraiser
  - Fran is working on it, but will not do it again if the plastic sleeves are used again!
- Discussion of lighting status after tree limb trims
  - There is more light, on either end of the parking lot, but very little in the middle
  - Gary Barnes is working on writing the FEMA grant that will request funding for additional lighting, high resolution cameras, and other safety equipment.
    - We had a police inspection, but we do not have the police report.
- Discussion of Safety Committee

- We need someone to be the coordinator of all the people who are working on the safety committee which is the umbrella for safety team .
- A Strategic planning committee is needed to discuss how we expand. It is different from the grounds committee, which also needs a Chair.