

UUCCHC Board Meeting

Wednesday April 10th, 2024 – 3:00 pm

Where: Zoom

Meeting started at: 3:06pm

Check-in

Something good at church you noticed since the last meeting.

In attendance: (Board) Annie Johnson (President), Eileen Alexander (Vice President), Jeff Haverly (treasurer), Julian Jones (Acting secretary)

(Sitting in) Liz Cornell

- **Review/Approval of Treasurer Report.** Eileen Moves to approve, Annie Seconds, all approve

- **Outstanding questions on budget from last board meeting**

In the budget, the telephone line is indeed actually internet service – YES - jeff

(Annie and Lynn) Check water meter for line leaks

- **Review/Approval of March meeting minutes** Annie Moves to approve, Eileen Seconds, all approve

- **Outreach**

- Outstanding issues from last meeting: Julian – to compile a list of questions for the church introductory video. Followup – board members and volunteers to answer questions on video, and then Julian will edit/compile them into a video introducing the church.

- Status?...

- **OWL and Restart RE:** Annie will work with Amy to get advertising out soon for programs in the fall. No progress since last month.

- **Status?**

- **Services**

- Still not doing well on plate donations – Ideas? (Annie) remind people at the end of service
- (Jeff) Place a signup sheet and notice of what group we are supporting at the front door.

- **Administrative (5 minutes?)**

- New white board is at the church, and ready to be installed – to be used with the congregation as an idea board. Anyone want to work on a board layout? Or shall we experiment to see what works?

Separate it into quarters , one of ideas, one of comments, one free space, and one other

- **Official files storage in the google drive.**

- I am unclear on how this works and have asked for clarification from Bill, so the stuff below is on hold
 - Bill has set up and sent out. You should have gotten access to the general drive, which everyone can see, and to a drive for your board position, which is for sensitive/secure drives. Bill or Julian will set up a secure folder, and give the board members access to by position (not by their personal drives) for minutes for us to comment on and the secretary to correct. After the board approves the minutes, the secretary will move them to the Board Minutes folder for the current church year.

- Status

(Julian) The Treasurer account should function as its own email/gmail account that will have its password changed at least every time there is a new treasurer.

(Annie) The calendar should send out information to the new board about what needs to be done and when. This will be used to guide the setting up of the new board and give them a guide of what they are in charge of and/or where to find information.

- **Managing key distribution –**

- Annie will have whoever ends up doing the lockset on the Bell Tower door also rekey the existing locks.

- **Jeff, Record Keeping:**

- Report from Jeff on Realm cleanup. Got the membership records in line with the UUA records so that both are accurate, although not all data is present from every person. Once we teach people how to use Realm, we could add pictures. (Jeff) potential of sending out email to all 28 current members to update their information.
- producing a printed directory and/or mailing list for necessary church activities.
 - Status on both
- Jeff to set up a meeting with Amy at the church – DONE, Will meet periodically. -Jeff
 - Status

New Business:

- Out of space on the website (Julian)

- Report/Recommendation

(Julian) we have run out of space on the website, which is where we store all of our old service recordings, we don't have many good options, but they are

- 1.) quickly move all recordings onto youtube (this is something we intend to do anyway, but the speed at which we would need to do it would not be beneficial for our outreach through the platform.)
- 2.) We could purchase our own storage device and provide recordings by request through email.
- 3.) we could upgrade the size of the website, an option that will cost ~\$120 on top of what we already pay for the website.

Annie moves to Pay the extra amount to increase the website storage, Eileen seconds, all approve

NEXT SECTION is Homework!

The following statement has been approved by the board and will be sent out in the church newsletter:

We (The board of directors) realize that there are issues with the bylaws. We are working on amendments and will bring them to the approval of the congregation at such time as we both: have them prepared; and are ready to present them. If anybody has any comments or concerns about the bylaws, please bring them to the attention of the board, preferably in the form of writing, such as in an email.

- Bylaws - There are also problems with the bylaws, as enumerated below. I (Annie) would like for you all to go through these problems together (what together means you all can define) and examine and critique what I have proposed. We'll come back together to review and bring them back for us to review together at a special board meeting. I have not included the idea of an adjustable 5 to 7 board members, mostly because I've been working on this for several hours and am out of energy. But I would remind you that our bylaws are a legal document that we are required by law to follow. It is important that they reflect how we are running the church, and right now, in many ways, they do not.
 - These problems include the following::
 - Article V. Board of Directors
 - Section 2. Term of office

- b. Directors shall commence their elected terms of office on July 1 of the year following the annual meeting at which they were elected.

- This essentially says that the board members that we elect at the end of April will take office July 1st of 2025, and that we are not actually in office until July 1st of this year.

- We recommend changing this to:

Directors shall commence their elected terms of office on July 1 following their election at the April annual meeting.

- Article XI. Fiscal Year

- No sections

- The fiscal year shall be the calendar year.

- The fiscal year has been the July 1 to June 30, we believe, since 2017. Recommend changing to:

- The fiscal year shall run from July 1st to June 30th of the following year.

- Article XIV. Endowment Fund

- Section 7

- There shall be three Endowment Fund Trustees appointed by the Board of Directors for terms of three years with staggered terms.

- We have been unable to locate any records of or information about the existence of trustees for the Endowment. From conversations with founding members, it seems that investment for the church was placed in the hands of T.R. Jacks a local investment advisor who was well known to the founding members, and never charged us any fees for his management. We recommend removing all references to the Trustees and leaving control of the investments to the Board of Directors, which in fact is what has been happening for an undetermined number of years. T.R. Jacks is retiring, and we are for the moment remaining with his replacement Sean Lewis. We plan to stay with Mr. Lewis, and revisit

the question of who we use as our financial advisor sometime during the next church year.

- Section 1. Establishment of Fund
 - a. An Endowment Fund shall be established and shall be, except as provided herein, subject to the control of the Endowment Fund Trustees, and all such funds shall be held in accounts separate from all other accounts of the church.
- Recommend changing Section 1 Article a. to:
 - An Endowment Fund shall be established and shall be, except as provided herein, subject to the control of the Board of Directors, and all such funds shall be held in accounts separate from all other accounts of the church.
- Section 4. - Use of Income General Operating Accounts
 - Income resulting from the general endowment account shall be released by the fund's trustees to the church's general operating account(s) at the request of the church's Board of Directors. However, the fund's trustees may retain a sufficient amount of such income to offset inflation.
- We recommend changing this to:
- Income resulting from the general endowment account shall be accessed and moved to the church's general operating account(s) at the church's Board of Directors direction, but within the parameters defined in these bylaws.. However, the Board of Directors should, if possible, retain a sufficient amount of such income to offset inflation.
- Section 7. Trustees
 - There shall be three Endowment Fund Trustees appointed by the Board of Directors for terms of three years with staggered terms.
- Recommend removing Chapter 1 Article 7.

Uncertainty about candidates and seats for board election

- Eileen will hopefully know about her health problems Thursday, and will decide then whether or not she will stay on the board for the next year.

- Liz is considering joining the board and will decide whether or not she wants to after this meeting.
- Dian Moore and Theresa Bordenchecker have both said they are willing to join the board.
- There is currently one board seat open. If Eileen's health forces her to reduce her activities, she will likely decide to drop off of the board, which will make two seats available.
- There is the possibility we could add one or two board seats to the board, moving from 5 to seven. We moved down to 5 in 2000 due to trouble finding willing board members
 - Julian has raised the question of whether we are better not using up volunteers by putting them on the board. While this is an excellent question, it is not necessarily relevant to the question of whether or not to change the bylaws to allow the board to bring on additional board members. We can change the bylaws to allow the board to increase the board to 7 members without making a change in the number of directors when we change the bylaws. Because time is short before the next board meeting, we may discuss bylaws changes to give the board the authority to adjust the number of board seats between 5 and 7. It would be good once we start making bylaw changes to make all that we think necessary. I have attached what I believe to be the most recent bylaws for your consideration. This is the official copy of the bylaws

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- Announcements Schedule

April 14th – Eileen

April 21st – Annie

April 28th – Julian

May 5th – Jeff

- Next meeting May 8th 3:00 pm

Meeting adjourned at 4:09 pm

Other notes: