

## UUCCHC Board Meeting

March 12th, 2024 – 5:00 pm

Meeting started at: 3:31

Check-in

In attendance: Annie Johnson (President), Eileen Alexander (Vice President), Jeff Haverly (Treasurer), Julian Jones (acting Secretary)

- **Review/Approval of Treasurer Report.**
  - **Review where we are in budget for the year.**

Will be moving ~15k out of ministerial search fund - Jeff.

Annie moved to approve, Eileen seconded, all approve budget.

(Annie and Julian) What is the telephone budget for?

(Annie) The water bill is excessive because of fees, is there anything we can do about that?

(Jeff) Banks didn't have George Farrell's death certificate, which is stopping anyone moving money.

(Jeff (and everyone else)) Board members agreed not to use the UUA minister search program, allowing us to free up money from that fund.

(Annie) for the endowment fund, bylaws say that we cannot use the money except for it's intended purpose, but the interest earned from endowment fund can be used, however we do not know how much interest has been earned or where it's been going.

(Jeff) We will be switching our brokers to Instinctive Finance. Our new contact is Sean Lewis (317-442-6556).

- **Review/Approval of Feb meeting minutes**
- **Outreach**
  - Liz expressed an interest in outreach Sunday, similar to what Julian has talked about. Julian, can you say any more about that, and also talk about youtube/Instagram expansion, where that's at?  
Julian still needs to compile a list of questions for the church introductory video. When that is done, it will be sent to volunteers from

the church where they will make a video and send it to Julian, who will edit/compile them into a video introducing the church.

- o **OWL and Restart RE: Temporarily on hold:** I plan to work with Amy to set up advertising for restarting Re and starting OWL in the fall. If we can get some families interested, then it becomes much easier to start RE. Owl needs some minor website changes and we will advertise that as well. **Services (1 minute)**

**Annie will work with Amy to get advertising out for a program in the fall.**

- **Services**

- o Posted on Facebook that I had set alarm for Sat night to get out food for food donation, and asked others to do the same. Also asked Natalie to have service leaders add a reminder about donating to the plate at the end of the service. We only gave \$10 to PFLAG for January.

- **Administrative (5 minutes?)**

- o Lynn unboxed the new white board at church and found it was damaged. It was sent back for replacement, and I received an email Sunday that they were shipping out a new one.

- **Discussion about official files storage in the google drive.**

- o 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.

(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.

- **Pledges – where are we at?**

We have 8 pledges so far and our membership is down. Jeff will be contacting people soon.

- **Amy's outreach – moving to Outreach discussion above.**
  - **Update, discuss as needed - Managing key distribution - Eileen**
    - **Status?**
  - **Update and Discuss - Assigned: Jeff, Eileen, (and Amy?) Record Keeping - Discussion:**
    - Maintaining an updated membership database (including members and attendees) using the church's online platform the clipboard and realm. Centralize where the data is kept and try to update historic data.  
**Jeff will be doing some work to clean up realm.**
    - producing a printed directory and/or mailing list for necessary church activities. Who gets what access?
    - Financial data from pledges should be very tightly held. We do not want a non-financials person finding out someone's pledge, and then through that, a donor finding out that someone, especially someone not working with financials, knows what they pledged.
    - Realm supports a lot of member data – what would we like and what is realistic? (comments from those working on this – not expecting a decision on this tonight).
  - Jeff to set up a meeting with Amy at the church – Jeff, complete, comments?
  - Announcements Schedule
- March 17th – Eileen Alexander
- March 24th – Annie Johnson
- March 31st – Jeff Haverly
- April 7th – Julian Jones
- Next meeting April 10<sup>th</sup>

Other notes:

**Jeff Haverly will be the contact for membership.**

**Annie Johnson will be the contact for building and grounds.**

Julian Jones is the contact for the UUCCHC.org website.

Annie Johnson is the contact for Outreach.

Natalie Brake is the contact for Services.

Sam Carman is the contact for Music.

Any board member is a contact for the board.

Bill Sutton is the contact for Technology (Julian is secondary contact)