

All Souls Unitarian Universalist Church
Minutes of Meeting of Board of Trustees
Thursday, September 24, 2020

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Board Members Participating

Robert South, president; Heather Winn, vice-president; Karen Hall, secretary; Eleanor Allen, treasurer; Shannon Starkweather Burke, Catherine Burns, Rebecca Carr, Joanne Harter, Trustees

Also Participating

Pastor Marty Pelham; Harriet MacMillan, Angelo Guarino (during Treas. report)

Opening

Robert called the meeting to order at 9:30 a.m. Marty lit the chalice.

Minutes (Karen)

Minutes were approved by consensus without discussion. No motion needed.

Treasurer's Report (Eleanor)

The Memorial Garden Committee has no line item in the budget; Robert suggested including it under "Pass Throughs." Bank charges also need a separate line. Under Angelo's guidance, more revisions are expected in the way the treasurer's report and accounts are organized. A discussion revisited the motion at the Annual Meeting this past June to roll over the 2019-2020 budget into this year's budget and reconsider it in December. **Karen moved to extend the current budget through June 2021. Eleanor seconded. Motion passed.**

The Treasurer has reviewed the statements to assure they are reconciled, and the statement will be filed for audit.

Minister's Report (Pastor Marty)

As indicated in Marty's written report, they plan to resume visits to Watertown after Oct. 3, to switch daytime Zoom gatherings on Thursdays to evening gatherings on the same day, and to spread the message that they are available other than during office hours. Marty proposed addressing the topic of board-related covenant relationships during a portion of upcoming board meetings, for up to 30 minutes in length each time, rather than during one hours-long day. Addressing the congregation-related covenant can done later. **Karen moved to set aside up to 30-minute portions of board meetings, starting in October, for board-related covenant discussions, conducted by Marty. Eleanor seconded. Motion passed.**

Vice President's Report (Heather) Evaluation Form

A new annual evaluation form for church employees had been previously submitted by Heather and recently shared with the board. **Heather moved to adopt the employee evaluation form to be used with our employees. Catherine seconded. Eleanor proposed to amend Heather's motion to clarify that this is to be used with employees other than the minister. Catherine seconded Eleanor's amendment; amendment passed. Heather's motion passed as amended.**

President's Report (Robert)

Robert's report was skipped, due to time constraints.

Reports of Standing Committees:

Buildings and Grounds/Project Manager's Report (Rebecca)

Reconstruction is in progress. Indoor plants could use watering.

Worship Committee Report (Eleanor)

The committee has tapped those responsible for the services through November. Congregational members are invited to volunteer to lead some services. Marty suggested advertising themes for future services, to encourage potential volunteers. Eleanor thanked Robert for putting together power point presentations for every Sunday service.

Social Action Committee Report: (Karen/Shannon) BLM Banner

Shannon purchased and delivered the BLM banner. Rebecca will ask our contractor, Diego, to put up the banner. If he cannot do it, Karen will put a work crew together to put it up.

Reports of Special Committees:

Building Use Request Form Committee Report (Rebecca)

The committee is suspended until later this year, when Rebecca has some spare time.

Policy Review Committee Report (Eleanor)

Per Eleanor, within the next few months Angelo will suggest ways to simplify our accounts and finances. Following his report, he and Eleanor will look at the recommendations together. Rebecca has ideas about reorganizing the policies according to topic, but more time is needed to accomplish that task.

Interior Design Committee (Rebecca)

To date, paint colors have been chosen for certain areas and some new furniture has been selected.

Orders of the Day:

Board Retreat (Eleanor) Suggestions for a congregation-wide mini-retreat , rather than a board-only retreat were offered: apple picking, visiting Whetstone Gulf, or gathering in places such as Thompson Park, a park in Champion, SUNY Oswego's Fallbrook facility, or the DEC's arboretum near Lowville.

Eleanor moved to form an ad hoc committee to plan a mini-retreat for the congregation. Shannon seconded. Motion passed. By consensus, members of the committee will be Eleanor, Shannon and Heather. In response to a later question from Shannon, the vote for the date of the retreat will be conducted via email among board members, as approved by consensus.

Membership Committee (Catherine)

Catherine moved to establish a standing committee for Membership, comprised of Catherine, Harriet, Warren Allen, and Louisa Cartier, and to disband the Ushers and Hospitality Committee , and to perform the functions of the disbanded to committee, to include appointing usher, greeters and hospitality volunteers. Eleanor seconded. Motion passed.

Follow Ups

1. General Assembly Contest (Catherine)

Catherine has submitted ASUUC's entry to UUA and is awaiting the results. She thanked all who provided input in creating the entry.

Call for Additional New Business (Robert)

Harriet called the Salvation Army to ask what their needs are for help on Thanksgiving Day. She was told take-out meals only will be provided, due to COVID-19 precautions. Harriet expects a call back from the Salvation Army with further information.

Checkout

The next meeting will be October 22 at 9:30 a.m, via Zoom. Robert adjourned the meeting at 11:00 a.m.