

## TVUUC BOARD ZOOM MEETING of 9/15/2020 MINUTES

President Matthew Blondell called the meeting to order at 6:32 pm.

Present (alphabetically):

Matthew Blondell, John Bohstedt, Chris Buice, Eddie Chin, Denise Coleman, Justina Hyfantis, Heather Kistner, Beauvais Lyons, David Massey, Ryan McBee, Jeff Mellor, Nick Potter (guest), Claudia Pressley, Linda Randolph, Jamie Watts, Erven Williams (joined later), Alice Woody.

### CONSENT AGENDA

1. Minutes from August ZOOM meeting. No additions or corrections were offered.

**Matthew moved, Jamie seconded acceptance of minutes as distributed. Unanimous.**

2. Approval of Walter Davis for an additional year on the Personnel Committee.

**Linda moved, Eddie second approval. Unanimous.**

### DISCUSSION AGENDA

#### 1. Endowment Committee

a) **History Project.** John Bohstedt and Beauvais Lyons led the discussion on the project to present a livelyst inviting visual presentation of our Church — its history, values, principles and future directions — in the entranceway as a way of welcoming visitors and newcomers. The Board was being asked for **general acceptance of the project**, so that further planning could continue. The Board was assured that draft versions of the visuals would be presented both to the Board and the church members (perhaps via our website) for further consideration, discussion and approval. Buildings and Grounds will also be kept abreast of the project as it will be hanging on the wall in the entranceway. Special consideration will be necessary to make sure the overall span and breath of church membership and activities are included. Since UUA does not envision physical re-opening until May, 2021, there will be ample time to review and discuss the specifics of the project as it develops.

**Ryan moved, Denise seconded general acceptance of the project. Unanimous**

#### b) Funds for Buildings and Grounds.

There is \$2750 unspent that could be used to begin work on the series of projects outlined in the document provided by David Massey:

“(1) We should install touchless water facets at all restroom sinks and if possible, touchless flush valves on the urinals. There are 10 hand sinks in the building. A mid-level, battery powered touchless faucet

runs \$300 each. That is \$3000 without the cost of installation or ongoing maintenance. We could, possibly, reduce that number by not replacing them all. The cost for touchless flush valves on the 3 urinals has not been researched. Touchless flush mechanisms on tank-equipped toilets runs approximately \$250.00 to \$300.00 per toilet of which we have 12 adult toilets. I have not found touchless child-sized toilets of which we have 2. All installation costs to be determined.

The advantage of purchasing touchless faucets and similar equipment is (a) good health practice beyond the current pandemic and (b) water reduction.

(2) Hand sanitizer stations. The committee believes the purchase of (6) purpose built hand sanitizer stations for use in specific locations throughout the building would provide additional health benefits for everyone entering the building. These units are approximately \$200 each for a total of \$1200.

(3) As the building is in minimal use, it would seem to be an opportunity to replace the main office suite carpet with a minimum of disruption . The carpet is 23 years old, worn and dirty beyond repair. There are additional carpeted areas in the building, but the office is the most worn. The Building and Ground committee has repeatedly asked that this project be funded but it has, for almost a decade, always been pushed back."

Any one of these projects will ultimately cost more than \$2750. The Board was being asked to empower the **Buildings and Grounds Committee to start** by prioritizing, getting a projected three bids for each of these these projects, and proceeding as these funds and incoming bids permit. Whatever projects cannot be undertaken with these available funds will be funded through the SBA non-profit loan to be discussed below. Claudia and Will Dunklin will confer on the list of these additional projects, for which three bids each are envisioned, and will come back to the Board for further action.

**Jeff moved, Jamie seconded empowering the Buildings and Grounds Committee to begin this process. Unanimous.**

2. SBA loan and Capital Investment lists. Because Viren was facing an urgent work deadline and could not be present, Claudia outlined the terms of the SBA loan for non-profits as follows. We can borrow up to \$150k at 2.67% over 30 years. Debt service on this loan was estimated at ca. \$650/mo. By comparison, the debt service on our mortgage was \$4400/mo., so we would be able to shoulder this debt burden within current and projected revenue streams. A number of projects

were discussed — repair of roof leaks, replacement of worn carpet (now 20+ years old and worn to concrete in places), auto bank scanner to streamline deposits, roof ladders, bullet resistant, energy efficient entrance doors and windows, completion of projects listed above under 1b. Will's expertise as an architect familiar with provisions for public buildings was emphasized as an assurance that the most cost-conscious solutions will be sought. Approximate cost estimates for projects under 1b above : touchless faucets \$5k, autoflush toilets \$5k, handsanitizer stations \$3k. Church is approved for up to \$150k loan. Board is being asked to **accept SBA loan conditions on behalf of the Church**. Claudia is currently personally responsible for repayment and the effect of Board acceptance is to free her of this potential debt burden. Buildings and Grounds Committee will establish a prioritized list of projects to be considered

**Linda moved, Denise seconded Church acceptance of SBA loan conditions. Unanimous.**

3a. Task Force Creation. A COVID 19 task force was discussed. Nick Potter, Denise Coleman, Justina Hyfantis volunteered for this task. Additional persons were identified to be recruited. 1) Angela Hoffmann (sp?), who will be contacted by Matthew. 2) Catherine Loya, who will be contacted by Chris. After general discussion, the first meeting for this COVID Task Force was set for Thursday, September 24 at 5:30 pm.

3b. Task Force Creation. A Task Force for consideration of addition of the Eighth Principle to the seven principles of UUA was formed. It states: "We, the member congregations of the Unitarian Universalist Association, covenant to affirm and promote: journeying toward spiritual wholeness by working to build a diverse multicultural Beloved Community by our actions that accountably dismantle racism and other oppressions in ourselves and our institutions."

The following persons volunteered for (or expressed *in absentia* interest in being on) this Task Force: Alice Woody, Eddie Chin, Mark Mohundro, Chris Buice (*ex officio*). Further discussion identified additional persons to be invited in at least advisory or consulting capacity: Chloe Airoidi-Waters, Amadou Sall, Lauren Hulse, Seema Singh-Perez, Elandria Williams, R.J. Hinde, among others.

**Given the fact that adoption of this principle will require significant discussion prior to a congregation vote, no specific deadlines were established for further action were established at this time.**

4. Strategic Planning Canvass. Denise guided the discussion of the Strategic Planning Canvass (attached). The following points were highlighted: Under MISSION (E) : points 1 and 4 were of special importance. By general consensus, Point 4 was reworded to replace the term **complaint** with the word **safe**. The KEY ACTIVITIES (B) were not listed in any specific prioritized order. Under KEY PARTNERS points 1 and 2 were thought to be of special importance. KEY

RESOURCES (C) of special significance (i.e. 1 and 2) are highlighted in boldface. Special attention was focused on the value of maintaining the music program under COVID conditions, as well as strengthening outreach and collaboration with persons and groups more difficult to reach under COVID conditions, e.g. people in nursing homes. MISSION MARKETING AND DISTRIBUTION (F) : Points 1 and 2 (also boldface in the document) deserve special consideration. COST STRUCTURE: the boldfaced items (1 and 2) are of particular concern. Finally REVENUE STREAMS (H): In addition to the efforts to strengthen the stewardship program and pledges (item 1 in boldface) sentiment was expressed that we need to explore outside grants in support of the church.

## 5. Updates.

a) **Search Committee for Choir Director.** Again, the exigencies of response to COVID strictures require the Search Committee not to limit the field by seeking a **CHOIR DIRECTOR**. A more general term, **MUSIC DIRECTOR**, responds more clearly to the dimension of our needs. Both Chaz Barber and Christopher Watkins are obligated through December, 2020, but the outlook in the new year remains open. Chris observed that by default he is in the position of organizing the music program at this moment. Susan Kovac, Nick Potter, Linda Randolph as members of the Personnel Committee are particularly charged with establishing parameters (i.e. brainstorming) in the search for a person to lead the music program. The fact that the church may not resume in-person services (and by extension, no in-church choir) until May 2021 requires that the online aspects of the music program can be handled by the person to fulfill this vital position. Appropriate balance of choir and instrumental expertise was seen to be of value.

b) **phase out of listserv.** Claudia outlined that John McNair, Bill Pierce and Mark Mohundro were seeking Board permission to begin the discontinuance of the listserv. Persons newly expressing interest in contact with the church will not be signed up on the listserv, and it is expected that they eventually will be moved to REALM. The Constant Contact list comprising around 1200 people is another possibility, though some confusion arose when Linda remarked that she was asked to pay a fee that Claudia said should be covered by the blanket fee the Church pays.

**By general consent, the Board reaffirmed its decision of the August meeting to discontinue to listserv.**

6. **Conflict of Interest Policy.** Discussion on this item was set aside as Ryan will reach out to interested parties regarding suggested revisions that had been privately forwarded to him. Interest in a fuller Board discussion of this policy was expressed.

7. **Ruth Martin Chili Game Night Auction Item.** This annual auction item is made difficult by the fact that the Church cannot sponsor in-person gatherings of this traditional sort. Discussion revolved around finding a way to honor this tradition – (chili dinner) (games) (low cost \$5/person) (no advance ‘reservations’ required) — in some original and attractive fashion. Linda offered to bring this

issue up at the Auction Meeting tomorrow. Board members and Program Council members were encouraged to exercise their inventiveness to come up with a fitting alternative.

Matthew asked Board members also to be thinking about the traditional BOARD BASKET AUCTION ITEM between now and the next meeting.

Meeting was adjourned at 8:27 pm

Respectfully submitted,

Jeff Mellor,  
Secretary-Clerk