

UUCC BOARD OF DIRECTORS MEETING – May 26, 2020 MINUTES

6/9/2020 Draft: P. Stump, Board Secretary

Present via Zoom: Jan Behrens, Mike Kercher, Rev. Hannah Villnave, Caroljean Bongo, Camellia El-Antably, Garth Shanklin, Gene Heater, Robert Weinland, Phil Stump, Carol Bowles, Birgitt Paul. Bertha Bikulcs (joining for part of meeting at 6:13 pm).

Zoom meeting was called to order at 6:00 pm by Caroljean Bongo.

CONSENT AGENDA:

- Approval of the Agenda for today's Meeting
- Meeting minutes: April 28 & May 12th 2020
- Staff Reports – Rev. Hannah and Mary Scherden
- Treasurer report – April 2020

Camellia moved to approve consent agenda and Garth 2nd. Motion granted unanimously.

OLD BUSINESS AND UPDATES:

- The adoption of Crow Creek was discussed. Board and COSM talked about whether a release needs to be signed that is similar to the City's release form. COSM will check with Church Mutual and will discuss this further at their upcoming meeting.
- Jan Behrens volunteered to read the new Mission Statement during the Annual Meeting and to call for a motion.
- Board and COSM talked about building use and ministry opening up. Mike said he was not ready to make a decision about getting the congregation together for worship services. Bob agreed and he said case numbers in Laramie County fluctuate up and down. Garth is concerned rural areas like Cheyenne may have increasing number of cases. Caroljean had concerns about building cleaning and how that can be addressed. Gene said two members are wanting face-to-face meditation. His personal benchmark is 14 days after Laramie County reports zero new cases. The Board and COSM are concerned that waiting until June 2021 is too long. The leadership spoke about opening up for the smaller groups; Family Promise, Narcotics Anonymous, yoga and meditation. Mike noted his concerns about not having the capability to decontaminate and disinfect following exposure by an infected Church Member or smaller group person. Board and COSM discussed opening for staff and gatherings up to three people on June 1st 2020. Related to opening up to small groups, the board and COSM will reassess the situation on a quarterly basis. The building will remain closed to small groups through September 30th, and the board and COSM will reassess at their August meetings. Most agreed that proceeding with caution is advisable, with worship being that last thing to come back. Mike suggested adding signs to the front door to alert vendors of required precautions. The COSM member and Bertha left the Zoom meeting at 6:42 pm.
- The bike rack was installed by Mike and Phil. Mike suggested having Rev. Hannah run tests on the new projector once it is installed. Action Item: Install projector. Mike suggested moving the installation of equipment to improve internet access in the basement until next Fall.
- Robert Weinland talked about making calls to Members about the Business Meeting.

NEW BUSINESS:

- The Members and Rev. Hannah discussed preparations for the Annual Membership meeting.
- UUA sent out a new guidance. The Ministerial Discretionary Fund needs specific provisions to be tax exempt. Camellia moved that the purpose of the Ministerial Discretionary Fund be to provide emergency support on request to congregational members and others. Requests are made to the

minister and are supported at the discretion of the minister. Funds may not be used by the minister for personal use, or to benefit anyone in the minister's family. The treasurer will review the Minister's Discretionary Fund at least yearly to ensure funds are being used as intended. Gene 2nd and Motion was granted unanimously.

- Caroljean talked about the process to dispose of the bookkeeper's old computer and related computer items. The hard drives will be erased before disposing.
- Camellia moved to go to Executive Session and Gene 2nd at approximately 7:50 PM
- At 8:27 PM Garth moved to go out of Executive Session and Robert 2nd. Motion carried.
- Camellia moved the DFD Contract include 2 weeks study leave and 2 weeks PTO for FY 2020-2021. Garth 2nd and Motion carried.
- Camellia moved for the Custodian contract for FY2020-21 include up to 10 hrs per week at beginning and increase up to 16 hours per week when small groups begin to meet. Garth 2nd. All approved.
- Camellia moved 1 week of PTO is added to the Administrator and Custodian contracts for FY 2020-2021. Robert 2nd. The discussion ensued about carryover of PTO. Camellia moved to amend the Motion to not allow any carryover of the 1 week PTO if it is not used. Bob 2nd. All Board Members present approved the amended Motion. All Board Members present approved the original Motion.
- Caroljean adjourned the meeting at 8:31 PM.

Important Dates:

Membership Annual Meeting via Zoom, May 31, 11:15 AM following the Zoom Service
General Assembly (online), June 24 – 28