

UCOT Board Meeting Minutes

September 16, 2023, at 1:30 pm via Zoom

Meeting id 979 0569 7987

- I. The meeting was called to order by President Emily Gillispie at 1:45 pm. Also present were Chuck Fawns, Joe Mazza, Mimi Owensby, Annette Rubin, and Be Scott.
- II. **Opening Words:** Mimi read opening words from Sources of Our Faith.
- III. **Minutes of the August Meeting:** Joe moved to accept the August minutes as presented. Emily seconded and the vote was unanimous.
- IV. **Treasurer's Report:** Be moved to accept the Treasurer's Report as presented. Mimi seconded and the vote was unanimous.
- V. **Items for Discussion**
 - a. Our next Treasurer (All): Be has volunteered to take this role. Emily will be Be's back up and will train with her.
 - b. Gary's evaluation – Zoom 9/13: Gary's evaluation went well. He informed us that he wants to cut back to 6 services a year.
 - c. Munro's evaluation – Munro's evaluation will be via Zoom on 9/20.
 - d. David Owensby as Sound Technician
 - i. The contract: Joe moved to accept the contract with David's additions/changes. Emily seconded and the vote was unanimous.
 - e. Report from Chuck
 - i. Discussion with Mya: Mya will plan to chair a meeting with the lay leaders to review the script and do training. Emily will add the names of committee members to the webpage. The Music committee will discuss coordinating the music with the rest of the service. Emily will meet with Mya to coordinate the transition of the leadership of Lay Leaders from Joe to Mya.
 - f. Report from Be
 - i. Discussion with Lee: We all will be kind to Lee going forward and move on.
 - g. Pledge Drive
 - i. Will we be giving increases to all our employees again? If so, what percentage? Joe moved to create a projected budget with a 5% pay increase for employees. Be seconded and the vote was unanimous.
 - ii. Pledge Letter: We rewrote the Pledge letter to the congregation. We want the pledge packet to be given to members by October 10 so pledges can be received by the end of October. We reviewed the Pledge Drive Talking Points. Emily will make the changes and send both to the Board for review.
 - h. Gary wants to cut back to 6 services a year starting in 2024: Emily will figure out who is available, including Jeannie and Sara, and get back to the Board with options.
 - i. New data management program: Sara wants to show the Board a new data management program. She has started a 30 day free trial. We tentatively scheduled a zoom meeting for Monday, Sept 18 at 10:00 am.

VI. Committee Reports

- a. Charitable Giving (Mimi): The committee is discussing the budget.
- b. Music (Mimi): Nothing to report.
- c. Membership (Annette): The Membership Committee suggests we create a committee for community projects like the sack lunches for the men's shelter, the soup fundraiser, and something to raise money for homeless women. It was suggested that a good place to recruit members for this committee would be at the table that is assembling the lunches for the men's shelter. The Board wants to know if there is a pledge card in the New Members Packet. Annette will check with Sara. We'd like to change the title of the list that visitors sign to Visitors List rather than Email List and include a date column. This means changing it in the Lay Leaders script.
- d. Circles: David will record the Judith Jenya talk on September 24. Be asked for help with bringing things like the sign and handicap parking cones back inside. Annette will send the circle checklist to Be, Emily and Mimi.
- e. Caring Community (Emily): The committee is monitoring 6 different families. There are 9 members on the committee.

VII. **Closing Words** (Be) Be read "Harmonize Your Actions with the Way Life Really Is" from [A Manual for Living](#).

VIII. The meeting adjourned at 3:36 pm. **Next Meeting:** October 7, 2023, at 1:30 pm via Zoom.

Addendum, September 28, 2023

By email vote, we approved the following:

- We decided to purchase the two-year CD that Edward Jones offers with the money that's coming due in October from the one-year T-bill.
- We agreed that David will no longer be our sound technician going forward. We will pay him for the month of September, since that was the expectation that the Board set.
- Joe has agreed to run the sound system once again on service Sundays until we can find someone to hire.

Respectfully submitted by Annette Rubin, Secretary.