

UCOT Board Meeting Minutes
April 20, 2024, at 1:30 pm via Zoom
Meeting id 709 932 0303

President Emily Gillispie called the meeting to order at 1:30. Also present were Chuck Fawns, Mimi Owensby, Be Scott, and UCOT members Julian Spalding and Gael Minton. Julian and Gael left the meeting after their fifth Sunday reports.

- I. **Opening Words:** Mimi shared opening words about volunteerism.
- II. **Minutes of the March Meeting:** Mimi moved to accept the March minutes. Chuck seconded and it passed unanimously.
- III. **Treasurer's Report:** Annette moved to accept the Treasurer's Report. Mimi seconded and it passed unanimously.
- IV. **Items for Discussion**
 - a. **Fifth Sunday Programs:** The fifth Sunday committee approved having a minimal lay leader. Mimi volunteered to lead one and Emily will check the lay leaders' schedule. After discussion, Annette moved to put a basket on the table labeled "Donations." The lay leader will invite people to donate if they wish. Emily seconded the motion and it passed unanimously. Emily moved to skip a fifth Sunday program on December 29, 2024. Be seconded and it passed unanimously. Joe will do a presentation on hospice for one of the remaining fifth Sunday programs; the other one will be about True Kids 1. The dates will be decided after True Kids 1 confirms. Gael joined the meeting later and said the committee will still ask the congregation for fifth Sunday topic suggestions.
 - b. **Services and Calendar (All)**
 - i. The 4/21 luncheon is well organized.
 - ii. CHmeetings report: Emily is not comfortable using CHmeetings for the vote on Rev. Davies. There were too many issues with the data transfer. She has a list of 49 members eligible to vote according to the bylaws. The voting can be done through MailChimp.
 - c. **Circles:** Circles are going well. We are using the microphone as a talking stick, and it is less distracting.
 - d. **UCOT Game Night** – Mary Shaffer offered to host it at her house; Bob and Jo are away for an extended period. Annette will ask Bob Van Deist for the names of the Game Night planning committee and ask Mary to coordinate the first gathering.
 - e. **How long should we keep Treasury-related documents?** The IRS and the State of NM require documents to be kept for three years. Be will find out what the federal and state regulations are for retaining financial documents. Be moved to discard pledge documents after 3 years. Emily seconded and the motion passed unanimously. Addendum: Be found that it is recommended to keep all documents for seven years, including pledge documents, so she will get rid of older tax and pledge records.
 - f. **Dinners for Six:** Chuck will ask Jim Schultz if they want someone else to take over the coordination of Dinners for Six. Addendum: Dave and Meredee will be taking this over.
 - g. **Worship Committee:** Chuck talked to Mya about forming a Worship Committee and she seemed positive. We could ask Rev. Davies to contribute to this effort. Rachel has made a minister checklist for visiting ministers as well as a deadline list. The Worship Committee will need to write their job description. Mimi is willing to be a member of the committee.

- h. May Board meeting: We agreed to meet on Thursday, May 23 at 1:30 pm.
- i. Kristin Woolf wants to do a Covenant group for four people using *The Inner Work of Aging: Shifting from Role to Soul*, a book by Connie Zweig, PhD. The Board supports the idea.

V. Committee Reports

- a. Charitable Giving: True Kids 1 is on the list of supported charities. The committee will continue with brief reports about the charities on Sundays. Mimi will coordinate with the lay leaders. Members of the committee will confirm the mailing addresses of the charities.
- b. Music: Nothing to report
- c. Membership: Membership issues were discussed earlier in the meeting.
- d. Caring Community (Emily, from Patsy): No one new needs assistance now.

VI. Closing Words: Emily shared heartfelt words of appreciation for this Board.

VII. Next Meeting: May 23, 2024, at 1:30 pm via Zoom.

Respectfully submitted,
Annette Rubin, UCOT Secretary