

UUCB Board of Trustees
Jun 16, 2020
6:15 pm

Attendees: Amy Kussman, Wendy Sapp, Emily, Chen, Jon Littlefield, Rodger Miller, LR Standridge, Amanda, Mandy C, Dave Benn, Jennifer Arbogast, Nicky Ozbeck

Opening Words/Chalice Lighting: Wendy Sapp

- a. What word or image stays with you from this passage?
- b. How does this passage touch you personally?
- c. How might this passage inform our work this evening?

Check-In

Read Covenant

Consent Items: Passed Unanimously

- Minutes
- Treasurer's Report
- Vice President's Report
 - Outreach
 - Religious Education
- Staff Reports
 - Intern Minister of Religious Education
 - Music Director

Decision/Discussion Items

- Share the Plate--Jon Littlefield
- Day and time of 2020-21 board meetings: keep as 3rd Tues of the month
- Date for board retreat
- Transition meetings from outgoing to incoming board members
- Direction for General Assembly delegates: vote their conscience

Informational Items:

- Open leadership positions in the church
- Daytime SGM meeting on church grounds
- Drive Thru Office Hours

Next Regular Meeting:

- Opening and Closing Words: Chen

Check Out

Closing:

VP Religious Ed: submitted by Emily Sartain

Youth religious ed offerings continue regularly via Zoom and activities sent to families. Participation ebbs and flows, which is to be expected in a distance learning format. Amanda has sent surveys to families to try to gather ideas and gauge interest in programs offered in the present and in the near future. In the area of adult religious ed, the Faith Forward class continues to meet with good participation and positive feedback from participants, and Amanda is currently enrolling for a Build Your Own Theology class.

VP--Outreach: submitted by Jon Littlefield

Social Justice (from Judy): Rev Mandy and I chatted on Thursday and she's going to come to our virtual meeting in July and work with us on perhaps conducting some leadership trainings within the congregation. SJ members have voted on the Share the Plate organizations for the 2020-21 year. I will be looking at those totals tomorrow and creating a draft calendar.

If the board has any ideas on how we can continue to support the Share the Plate groups more, that would be helpful.....I know the giving isn't as easy or plentiful virtually as when a plate is passed in person.

Communications: Still no movement here. It would be nice to identify someone to head up communications particularly since Chen is moving into the President's role.

Membership: No report (yet)

Treasurer's Report, May 2020

Balance Sheet (Assets and Liabilities)

- 1) We have transferred from the SBA PPP account to our general checking account a total of 3 payrolls and 2 retirement payments. Simultaneously, I am collecting backup documentation to show how the funds are used. Once we empty the SBA PPP account around June 12, I will be sending a report and the backup documentation to First Volunteer, in order for the loan to be forgiven.
- 2) Very Temporary (2350) shows the balance of the gift for the UUCC Care Bags. To recap: a donor gave \$1,000 for the Care Bags for those in need, out of which was spent \$862.44 in April and May, leaving \$137.56.
- 3) The Duncan portion of the Fidelity T-bills matured on May 14. However, because the interest rates were so low, I have waited until June to re-invest. Therefore, the cash portion of the T-bills accounts contains the cash plus the \$15,000 Duncan endowment.

Income/Expense Statement (Incoming versus Outgoing Cash)

- 1) The current year pledges (Account 4030) were definitely slightly higher than April: \$7,796.50 versus \$5,286.50. We have collected more pledge income (current year) than the year-to-date budget by \$3,077 (rounded). Compared to the same month last year, we are approximately \$17,611 lower this year than last year.

2) We received \$3,458.15 from our insurance carrier due to the loss and replacement of our alarm system, and \$22.68 from Amazon. Both of these payments were unbudgeted (\$3,480.83).

3) I am unable to resolve the Sunday Offertory vs Gifts issue identified at the last Finance Committee meeting. Sunday Offertory is typically cash from unknown recipients, while Gifts involves checks or credit card payments from known recipients who do not have active pledges. Because of this unusual situation of being closed for the pandemic, we are not passing the plates for cash and will continue to see the rise of Gifts and decrease in Sunday Offertory.

4) We have returned \$1,000 to the United Church of God, to refund their April and May rent, as approved by the Board of Trustees.

5) On the expenses side, we made the 50% down payment for the new alarm system (\$1,964.58) and we paid the final payment to UUA for the annual program fund (\$3,314.50).

6) Total income for May = \$12,429.88, which includes the unbudgeted \$3,480.83. Total expenses for May = \$19,041.55. Excess expenses over income for the month (i.e., "loss") shows \$6,611.67, which gives us a year-to-date "gain" (\$29,456.92).

7) Overall, it still appears we are doing well with handling expenses and that members and guests are contributing solidly. People are using Paypal and Text-to-Give regularly now.

Endowment

The Endowment Fund had regained a bit -- \$94,286.10 (compared to \$86,236 at the end of March). This is due to the market gyrations relative to the coronavirus pandemic.

Fidelity T-bills

The total on May 31, 2020, was \$60,090.07. As mentioned above, the Duncan portion (\$15,000) matured May 14, 2020, and was added to the cash account until it can be re-invested with hopefully better interest rates. We also have two T-bills of \$22,000 each (which mature in August, 2020), plus the cash account of \$1,101.

Intern Ministers Report - June, 2020

Religious Education The program continues to evolve in this new on-line format in order to meet the needs of all the children, youth and families. Attendance has started to wane in places, but we have received feedback and direct observation that the spaces being there are very important for those that come. We are committed to continuing to provide numerous opportunities for children and families to engage in spiritual development and community.

We have sent out the family survey, those responses have been low so far. These surveys are designed to help get a sense of what families needs are, and how we can best meet those needs. I will be calling families personally over the next week, in order to encourage them to fill out the survey and to register their children for the RE program.

Pastoral Care: The decision to remain closed has been a challenging one for everyone, and despite the support that most everyone seems to feel for the decision, it remains hard emotionally. I was fortunate to participate in the Office Hours Drive Thru with Rev. Mandy in early June, and felt that it gave a real sense of connection. I have been sending cards and making weekly phone calls to various members of the church community. This practice will continue as long as needed.

Preaching: It has been a pleasure to preach and work with the Wowzars to develop worship over the last month. It is always a joy to see everyone's face on Sunday morning, even if it is via a screen.

Meetings: I have had the privilege of attending several committee and Board meetings the last month; Quarterly Council, RE, Finance, and Wednesday Night Supper.

Adult RE: We have had steady attendance at the Faith Forward workshop series, and next month we will begin the Building Your Own Theology workshop. We already have 6/10 slots filled, and I'm very excited to lead this group.

Internship: My Internship Committee remains amazing!!! We are now officially half -way through my year at UUC. This is a bittersweet milestone. My committee is working on my mid-internship evaluation this month, and we will move into the second half of this journey with renewed energy and focus.

Music Director's Report

1. Special Music videos

Over the last couple of weeks, I have reached out to friends who are local musicians and actors asking for special music to utilize in our services. All of the singers participating have Chattanooga connections, and are a diverse group of performers including members of the black community, a native american singer, a singer from the Latinx community, and members of the LGBTQIA+ community. I utilized some of the remaining funds in my budget to offer a small gift of gratitude (\$50) for them providing a video for us to use in our services. The rate is probably not equivalent to the work they put into them, but they are all friends and all were gracious and grateful! Several of them are professional musicians and/or actors, so their employment has been negatively impacted by COVID-19, so I hope this small gesture from UCC in return for a recording from them not only helped us, but also helped them in some way.

2. Google Doc of Hymn Videos including lyrics

I have been compiling a Google Doc with hyperlinks to the videos we have used for hymns, as well as other videos I am working on creating for future services. The UUA provided a list of hymns from our hymnal that we have licensing permissions to use in our virtual services, so am using that list and trying to build a database of videos that we can draw from as time continues. Rev Mandy has also shared this list with colleagues that may begin using the videos in their virtual services as well.

3. Music Committee Meeting

Last Thursday evening (June 11), I met with a group of musicians within the church who agreed to be part of a music committee. We brainstormed and visioned what we would like to see from music at UCC in the coming year. There were some wonderful ideas

that I will look for ways to implement and take into consideration as I proceed with music for the virtual services.