

**Unitarian Universalist Fellowship of Newark
Board of Directors**

Meeting Minutes for July 8, 2020 – via Zoom

In attendance:

Beverly La Rock (President), Carol Boncelet (Past President), Janet Louise (President Elect), Merry Ostheimer (Member-at-Large), Tara Wheeler (Secretary), Glen Schmiesing (Treasurer), Peter Hartranft (Member-at-Large)

Not in Attendance:

Rev. Don Garrett

6:45 Time for congregants to address the Board (if no congregants, we will check-in early)

- Andrea Harding (Religious Education)

7:00 Light chalice and opening words (Bev)

7:05 Check-in: Any big news? How are you?

7:10 Review/approve the June 10, 2020 minutes

- June minutes were unanimously approved.

7: 15 Committee/Team Reports?

- Day Care
 - Day care is up and operating; approx. 11 children and 11 staff.
 - They are using the side entrance from the playground.
- Security
 - The security system will be discussion a camera system in future meetings.
- RE for summer
 - Summer RE program is evolving. Young adults are doing every other week; youth group is meeting every other week; attendance for elementary falls off in the summer
 - Greta's Friends group met July 1st to have a weed pulling event followed by pizza and popsicles
- Other Reports
 - Rev. Don has had one coffee hour with the congregation with three people in attendance.

7:25 – Set date for Lay Leader meeting – try to have committees and teams have their needs ready for this meeting; those missing chairs and members.

- We need to set the dates for the 2020 – 2021 the Board Retreat, Lay Leader meetings, and the Fall Congregational Meeting.
 - **Lay Leader Meeting** – will be planned for September 13th, 20th, or 27th (Bev will share this with Rachael Coffey to confirm and include the information in upcoming newsletters / communications)
 - **Board Retreat** is planned for Saturday, August 15th, 9am – 3pm (bring your own lunch; meet in MacKinnon Hall social distancing style)
 - **Fall Congregational Meeting** – will be planned for Sunday, October 25th, 2020
 - **Winter Congregational Meeting** – will be planned for Sunday, January 24th, 2021
 - **Spring Congregational Meeting** – will be planned for Sunday, May 16th, 2021
- Lay Leader Chart needs to be updated for this year; Please send your changes to Jeff Ramburg as he will be updating this.

7:40 –

Elected at the June 14, 2020 Congregational Meeting were Janet Louise (President-Elect) and Peter Hartranft (Member-at-Large). Beverly La Rock has a new Board role as President and Carol Boncelet has a new Board role as Past-President.

7:45 –

The authorized signers on UUFN's M&T bank account will now be: President Beverly La Rock, President-Elect Janet Louise, and Treasurer Glen Schmiesing

The authorized signers on UUFN's TD bank account will now be: President Beverly La Rock, President-Elect Janet Louise, and Treasurer Glen Schmiesing
Glen will coordinate the signing at those banks.

The authorized signers on UUFN's accounts managed by Mallard Financial Partners will now be: President Beverly La Rock and Treasurer Glen Schmiesing.

Carol will coordinate the signing of the Mallard paperwork.
Glen will work to close the Morgan Stanley account.

7:50 - Treasurer's report – Chris's contract

- We have not received a report from the bookkeeper for the full month of June yet.
- Late June, we received a statement of financial position. Our cash compared to last year is approximately \$30,000 ahead of last year. We are in a good financial position, but part of this is due to deferred maintenance on the building.
- Our bookkeeper's contract was up June 30, 2020 and will be renewed.

8:00 – Old Business:

- List to Carol of members who did not pledge
 - Bev has a list of 26 people who have not pledged in two years, but are still listed as members. A letter will go out to these folks who have not pledged within the next few weeks.
 - We discussed the use of "Emeritus" category (used in the past as a way for older members to no longer make pledges). This category is no longer in the by-laws. Before sending a letter, we will make sure the older members were actually asked to pledge.
- Decision on how long to close – message to congregation so Worship can plan.
 - The board agreed to send an updated communication about UUFN's plans to continue to operate virtually. Glen drafted a statement; Bev will review our statement that was issued in May 2020 and Glen's statement and will send a draft to the full board for review prior to sending out.
- Credit cards – status
 - Andrea, Don, and Glen all have their credit cards.
- Phones status
 - New phone system has been set up.
 - We need to do some testing with the phone system once Don returns from vacation.
 - We do need to keep an eye on this new system to make sure we are getting the service we expect and that our monthly fees are as expected.

8:15 – New Business:

- Stewardship Suggestion
 - Discussed a happy hour in the parking lot; the board decided that it would be safest to host a virtual happy hour instead. Bev will communicate this with Rachael and Mary.
- Three president meeting
 - Bev proposed meeting with the three presidents on the 2nd Monday of each month (Bev, Carol, Janet); everyone agreed and will find a time to meet via zoom.
- Pam Bambach is taking advanced Zoom Training and can offer help to members of the congregation, if needed/desired.

Opening and closing words for the year

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|---------------------|-----------------|
| • August – Carol | • March – Bev |
| • September – Merry | • April – Carol |
| • October – Glen | • May – Merry |
| • November – Tara | • June - Glen |
| • December – Don | |
| • January – Peter | |
| • February – Janet | |