

Unitarian-Universalist Fellowship of Newark
September 9,2020
Board of Directors – Meeting Minutes

6:45 Time for congregants to address the Board

- Dianna Guinnup from Membership joined the board to discuss Emeritus status and the possibility for adding it to the by-laws (it was once there)

7:00 Light chalice and opening words – Merry

7:05 Check In

7:15 Approve July Retreat vote – Jane Luke to LDC

- The July board retreat business session minutes were unanimously approved.

7:20 Committee Reports

Day Care

- Peter updated the board on the building and property – looking very good. Steve Bush is our landscaping lead and the property looks great. The daycare is doing well, no issues to report.
- Last signed contract – 2018 ?
 - o Glen has a copy of the Willa Road Daycare Contract signed by Jeff Ramberg and Kelly Sanderson. He will scan and share with the board.

Finance

- Glen shared the treasurer's report through June 30, 2020.

Amazon Smile monies

- Glen needs to locate where Amazon Smile monies are recorded.

Mallard + banks

- Accounts have been migrated to Mallard.

Security

- Security committee took August off, so no update at the moment on the security cameras.

Property – Capitol Improvement

- Task group has met a few times. The first priority is our MacKinnon ceiling. The task force is working with vendors to identify a scope of work for fixing the ceiling.

One tree was removed recently by Pat W. – Steve Bush noted

Report – Reverend Don

- Don has been very active during the past month at several weekly meetings with various groups such as SRST, pastoral care, and the Delmarva Cluster and also monthly board meetings.
- Don will be offering a workshop in early November on Communicating with Compassion.

Membership – monthly report

- Board decided to request a report from Leidy (Breeze) before the board meeting on a monthly basis. First month, we will review the membership list (inclusive of names and status). Every month thereafter, we will review a report of membership status (not inclusive of names).
- Don will confirm with Leidy that she is emailing newcomers to welcome them (and that she is receiving the list of newcomers from Membership).
- The Board voted to remove 3 members that were suggested for removal from membership; motion was made and unanimously approved.

SRSTs

- Bev checked in with the three SRST leaders and everything seems to be going well.

Any other committee needs or concerns?

- Communication's has asked for the board to contribute to social media; board suggested to pull from the monthly Connections newsletter for social media posts. Tara can assist with editing as needed.

7:40 Old Business

Phones – no problems reported – seem to be working fine

Lay Leaders Council - September 27 (“The State of the Fellowship”)

Rachael will create the Zoom meeting link.

We will plan to discuss:

Vote for Jane Luke

Review the Lay Leadership Chart (board members, please remember to save the latest version to your Board books)

Responsibilities and expectations for outdoor and indoor meetings at UUFN

Financial Update

The timing of the fiscal year (life of the Fellowship)

October Congregational Meeting is Coming Up – October 25th

In-person Events

There have been a few requests for outdoor socially distanced events and/or meetings.

The board decided that we should allow outdoor events with a capacity of 20 people maximum. We will request a new “room” to be added to our scheduling request system on the website. Bev will draft an announcement for the next UUpdate.

New Business

Date for Peter’s long-term planning presentation

- The board will plan to address topics within our long-term plans at the upcoming board meetings.

My letter to congregation – any response

On Line Auction

- We will consider an online auction for this fellowship year.

Records and important documents –

- Bev will work with Leidy and Peter to determine which files will be migrated/saved to Dropbox.

Bev updated to Merv 13 filters – Quarterly 70.00 increase, covers three HVACs systems

Coverall – Catch a Web – general versus a deep cleaning.

Yoga Rental

- The board approved use of the space for Yoga with cleaning and small group protocols in place.

Words for next month – Glen

Closing words- Extinguish chalice