

**UUCF Board of Directors Meeting**  
**Jul. 21, 2020**

**Call to Order:** 7 p.m., Jul. 21, 2020

**Presiding:** Mark Magee

**Secretary:** Meredith Carr

**Attendees:** Meredith Carr, Rev. David A. Miller, Scott Kestner, Matt Higgins, Lydia Lewis, Mark Magee, Peter Krone, Susan Bennett, Gayathri Tillekeratne, Bill Braband, Rich Williams, Joanne Schneider, Darryl Branting, Kaye Cook, Gina Wells

**Absent:** None

**Welcome:** Mark

**Spiritual Opening/Chalice Reading:** Susan Bennett

**Check-in:** All

**Board Minutes:** Matt Higgins

- The Jul. 7, 2020, minutes were accepted as edited and approved by all board members.

**Minister's Report:** Rev. David Miller

- We're at the beginning of scheduling retreats through various groups within the organization such as Racial Justice Steering Committee, Social Justice Council, Staff/CT and board.
- We need to restart the Program Evaluation Committee (PEC). Recommendation to the CT is for the PEC to focus on creating better evaluations for the CT, ministers and board.
- We need to be mindful of how we live our values through the cuts and budget shift including entertaining the possibility of a deficit budget.
- Potomac Partnership
  - The groups continue to meet with River Road Unitarian Universalist Congregation and Cedar Lane Unitarian Universalist Church to develop a partnership that will strengthen all three congregations.
  - The worship committees across the three congregations are discussing round-robin worship services for later this year.

- Rev. Alice King and Stacy Casey continue to work on the small groups planning and are creating a program that will create 4-5 new groups with 12 members using the Soul Matters resources.
- We need to start looking at a new strategic plan as the current one finishes, but we also need to look at our current organizational “End Statements” and how they enable us to fulfil the mission.

Mark Magee added that he agreed with revisiting the organizational “End Statements” as well as the new strategic plan. He also noted ongoing discussion about what the agenda of the board should be this year and how can it be reflected in the discussion on the budget.

Gina Wells discussed the conversations with the other teams in the Potomac Partnership and shared how excited everyone is to be participating in the group.

**Budget Discussion: All**

- Thank you to the CT and Joanne Schneider for attending this meeting.
- Gayathri runs down the current financial situation and how it fits into a proposed budget for the current year.
- We have \$90,000 profit for the year, largely because of the Payment Protection Program loan of \$142,000. We are currently waiting to find out what, if any, of the loan needs to be repaid. \$45,000 has been transferred to the Operating Fund, and \$45,000 to the Operational Reserve (anticipated amount is on/around \$20,000).
- There is currently \$76,000 in Capital Reserves, \$154,000 in Operating Reserves, and \$72,000 left in the Roofapalooza fund (which is committed).
- The grant from Stan Richards’ gift is still paying for Tyler Cole’s position.
- The Endowment Funds stands at \$450,000 and we have a credit limit up to \$125,000.
- We currently have \$835,000 as recorded pledges and will probably end up with \$850,000 after the late pledges have been officially made. Last year’s pledge income was \$920,000. Our current default pledge rate is around 7 percent.
- We can expect \$39,000 in rental income this year from the Montessori school. The assumption is that the school will play 75 percent of its normal rental amount for the first three quarters, then the full amount for the 4<sup>th</sup> quarter. Pre-COVID expectation was \$130,000.
- Other rental loss for the year totals approximately \$120,000.
- Possible loss in Auction income could be about \$46,000 (what we netted this past year).
- Overall income will be \$1,004,000 for the year and anticipate between a \$130,000-\$170,000 deficit for the year, relative to last year’s budget, and \$200,000 if we pay the full UUA fair share.

- There is a general feeling with the CT that a deficit budget is acceptable this year and in line with the UUA's guidelines on budgeting during COVID.
- Daryl will follow up about reserve numbers to make up for the shortfall for anyone who has questions.
- The CT will start talking specifics and prepare a budget based on today's discussion.

Gayathri Tillekeratne and Joanne Schneider leave the meeting.

**Statement on Reopening Campus: All**

The draft statement regarding church status is discussed with suggestions by Matt Higgins and others. It is agreed that the CT and Rev. Miller will change some of the language, circulate the updated letter to Mark Magee and send out to the congregation on behalf of the CT and board.

Gina Wells, Peter Krone and Bill Braband leave the meeting.

**Nominating Committee: Matt Higgins**

The board must appoint an individual for a 1-year term to the Nominating Committee.

Matt Higgins motions to appoint Loretta Rowe for that position.

Scott Kestner seconds the motion.

All are in favor of the motion.

Matt Higgins agrees to let the Nominating Committee know.

**Board Observations:**

Rev. Miller lets the board know that Al Byrd has passed away and Rev. Alice is working with the family. Albert Nekimken is in the hospital and the church is in contact with the family.

Mark notes that the board will be doing a joint retreat on Sep. 12 with the other boards in the Potomac Partnership and we will need to follow up with an extra board meeting afterward.

**Next Meeting:**

Tue., Aug. 4, 2020 7 p.m.

Spiritual Opening: Darryl Branting

Process Observer: Scott Kestner

**Process: Rich Williams**

We started on time, and Mark did a great job keeping things moving. We have exposed issues that need to be discussed for the year ahead and we did go a little late.

**Adjourn:** Adjournment at 9:10 p.m.