

UUCF Board of Directors Meeting Minutes

May 17, 2022

Call to Order: 7 p.m., May 17, 2022

Presiding: Susan Bennett

Secretary: Megan Reynolds

Attendees: Susan Bennett, Megan Reynolds, Matt Higgins, David Michael, Mark Magee, Meredith Carr, Lydia Lewis, Vicky Maldonado, Rev. David A. Miller

Spiritual Opening Check-In: Susan Bennett

Consent Agenda

- May 3 Meeting Minutes approved; Lydia moved to accept them and Meredith seconded them with unanimous approval from the board.

Pandemic and Reopening: Meredith Carr

- Cases of COVID are going up in Fairfax County but hospitalizations and death rates have not.
- As a result, UUCF will remain open with masking rules in place.

Budget Discussion: All

- Gayathri Tillekeratne was present for the discussion.
- The group reviewed and discussed three possible scenarios for next year's budget.
- The group also considered projected versus actual annual budgets from 2012 until the present.
- Meredith put forth the motion to approve Scenario 1 for next year and Mark seconded the motion; the board members present approved the proposed budget put forward.

Minister's Report: Rev. David

- Summer worship is taking shape and UUCF is considering hosting watch parties on the Sundays when other churches are hosting the service.
- There will be no picnic after the Annual Meeting but we will have an ice cream truck.
- Board approved the Coordinating Team's request that Annabel Perlik's \$7,600 bequest go into the Operating Budget in keeping with UUCF's financial policy.
- Rev. David has connected with groups that fall under Rev. Christin Green's ministry during her absence.
- More memorial services are coming up.

- June 11 is the Potomac Partnership worship retreat.
- Welcome Forward blog came out.
- Pastoral Care updates shared.

Treasurer's Report: David Michael

- Update on April financials shared.
- We expect to close out the year with about a \$55,000 deficit, which is half as much as projected in the current budget.
- Shared update regarding Annual Giving Campaign.
- The Legacy Giving Team is changing its name to the Planned Giving Team and they will be ready to launch a campaign in September.
- The Financial Oversight Committee proposes that Dave Culp and David Michael will share responsibilities of the comptroller position in the interim while a permanent solution is being determined.

Officers for Next Year: Matt Higgins

- Outgoing board shared recommendations about officers for next year.
 - Matt Higgins put forward a motion to approve Susan Bennett as president for next year and Lydia Lewis seconded the motion with full approval from the rest of the board members.

Plan for May 22 Town Hall: All

- Matt Higgins will lead for Susan Bennett who will be unable to attend.
- Rev. David will lead the chalice lighting.
- Lydia will lead the Covenant of Right Relations review.
- Susan will share final script with everyone tomorrow.
- David Michael will report on the proposed budget and the financial situation.
- Gina Wells will brief everyone on the current COVID status.
- Mark Magee will review Endowment Fund Committee Bylaws changes.
- Time for Q&A.

Annual Meeting

- Procedure for electronic voting discussed.
- Board members will convene on May 31 to finalize details.
- Materials need to go out by May 26 and should be sent to Mary Lareau before then
 - proposed changes to Bylaws
 - A condensed budget
 - Absentee ballot

Evaluations: Matt Higgins

- David Michael volunteered to help Matt with evaluations, which can take place in June, after Annual Meeting
- Rev. David, Rev. Jake Morrill from the Oak Ridge Unitarian Universalist Church and Susan Bennett will meet on May 18 to discuss the evaluation process.

Auction Final Report: David Michael

- The Auction was a success on multiple fronts.
 - We reconnected as a congregation.
 - Raised 93% of the \$45,000 goal.
 - Auction debrief had 18 people attend and energy was high.

Board Observations:

- None

Process Observer: Vicky Maldonado

- We accomplished a lot and came to a consensus regarding the budget. We did a good job being caring and thoughtful to each other and lifting each other up well.

Next Meeting: May 31, 7 p.m., via Zoom

Spiritual Opening: Lydia Lewis

Process Observer: Mark Magee

Adjourned: 9:21 p.m.