

**Westside Unitarian Universalist Church**  
**Board Meeting Minutes**  
**April 7, 2020**

1. The meeting was called to order by President, Carol Cappa, 7 pm via Zoom.
2. Present: Carol Cappa, Rev. Shari Woodbury, Reed Bilz, David Burlingame, Jane Hardwick, Jerrie Koppa, Nicole Kennedy, Tom Woods, Tanner Trask, Stan Yoder, Janell Weaver.  
Absent: Marc Hart  
Visitors: Shondra Williams  
A quorum was present.
3. Consent Agenda
  - A. Approve March 10 and March 13 Board Minutes (Attached)
  - B. Garden Project ReportDavid moved approval of the consent agenda. The motion was seconded and CARRIED.
4. Reports
  - A. Financial Statements - David (Treasurer's Report (attached), Revenue Expense, Annual Budget, Financial Position) The reports will be filed for audit.
    1. Pledge fulfillment through March 31 is \$181,055. (74% of annual pledges)
    2. Reserved auction funds are \$2,200
    3. Thirteen items running over budget. Four running under budget.
    4. Church Mutual Insurance Policy (property, liability, work-person compensation)
      - a. Overall insurance increasing from \$7,548.00 to \$8,036.00
      - b. Deductible has increased from \$10,000 to 2% of assessed value of \$1,412,500 or \$28,250.00 (overall increase of 41%)
      - c. Deductible of \$10,000 rider priced at \$3,070.00Tom moved that we continue with Church Mutual coverage with monthly payments of \$926. The motion was seconded and **CARRIED**.
  5. UUA Fair Share pledge is \$17,875.00
    - a. Contributed \$8,000 with \$9,875.00 remaining of pledge.
    - b. Board agreed to wait to pay the rest of our pledge pending our financial ability to do so.
  - B. Minister - Shari (attached) Update on current situation
    1. We have received our first request for the In-Reach fund related to Covid-19.
    2. We are unable to livestream our worship service via Zoom but will post the service on our webpage afterward.
    3. We will add a post-service "check-in" for members using "spotlight video."
  - C. Interim DLRE (attached) - Nicole
    1. Nicci shared Zoom Stats, Sessions, and Update
    2. Completing Renaissance Module from UUA
    3. Letter to Parents
    4. Stats from Facebook Worship
5. Continuing Business
  - A. Stewardship Update - Tanner
    1. Held 5 Cottage Meetings with limited attendance. Total 10-15 members.

2. Will tape a meeting for sharing with individual viewers via u-tube
  3. Few pledge returns so far but sticking to original schedule'
- B. Faith Community Nursing Program - Kim Lucas Hart (attached)  
Jane moved approval of adopting the program as proposed. The motion was seconded and **CARRIED**.

6. New Business

- A. Tom moved that we extend Building Closure to May 17, Sunday after May 12 Board Meeting. The motion was seconded and **CARRIED**.
- B. Shari announced that she has accepted an offer to candidate with another congregation. If all goes well she will begin serving them on August 1.
1. She anticipates wrapping up her ministry at Westside by July.
  2. Carol will appoint a transition team of three members plus herself to work on selecting an Interim Minister immediately.
- C. We reviewed Nomination Committee recommendations and will assist with recruiting. Reed will prepare a Bylaws change proposal to decrease number of board directors to five, and Endowment Fund members to three, and for the committee to meet quarterly.
- D. Social Justice - The Board agreed to suspend loose plate offerings for April May and June. We will ask for donations to the In-reach fund and make contact information available for individual donations to charities that are helping during the pandemic including Samaritan House Supper Club.
- E. SBA Paycheck Protection Program (PPP)
1. Part of the Family Cares Act provided \$346 billion in support of small businesses including 501c3 organizations.
  2. Must go through an SBA approved lender – Simmons bank approved lender.
  3. Payroll, employee benefits, mortgage interest, and utilities over a two-month period will be covered via a 0.5% loan that may be converted to a grant if funds are used for payroll costs, mortgage interests, and utilities and if 75% of loan amount used for payroll.
  4. Simmons bank has provided necessary application forms and guidance.
  5. Amount requested will be \$25,000 to \$30,000.
- David moved to submit an application for a loan as outlined above. The motion was seconded and **CARRIED**.

9. There being no further business the meeting was adjourned. Our next meeting will be **May 12, 2020, 7:00** via Zoom.

Respectfully submitted,

Reed Bilz, Secretary

**CALENDAR**

June 14 Congregational Meeting

**BACK BURNER**

Board Goals

Cultural Competency Training

Digitizing Documents/Getting Oral Histories/Protection of Documents-2018

Naming Opportunities Task Force Recommendations

(for large monetary donations and memorials)