

Westside UU Church
Board MEETING FEBRUARY 8, 2022

The meeting was called to order at 7:04 by Marc Hart. Present: Sue Anderson, Marc Hart, Glenda Hood, Lauren Leising, Dwight Robarts, Jeff Rodriguez, Daryl Sellers, Aimee Stubbs, Dayna Tooley. Also present: Nicci Kennedy, Eric Hart, Kim Lucas Hart, Janell Weaver.

I. CONSENT AGENDA

- A. January 11 minutes NOT approved via email
- B. April Plate Offering - Pending
- C. Committee Reports

Glenda moved to approve the Consent Agenda. Seconded and CARRIED.

II. FINANCE REPORT: Dwight Robarts

- A. Simmons Bank informed us that the SBA has forgiven our two Paycheck Protection Program (PPP) loans.
- B. Because the loan has been forgiven and we are not paying a minister's salary, he projects that the Betty Sanders Fund will remain solvent for about two more years.
- C. Because of the amount in the checking account, we should be able to pay our monthly expenses for the remainder of the year without having to use any reserve funds.
- D. The absence of a ministerial salary, along with the PPP loans, has left us in solid financial position, with more than \$74,000 in the checking account.

III. RELIGIOUS EDUCATION: Nicci

- A. No report.

IV. CONTINUING BUSINESS

- A. Reopening - Kim Lucas Hart: Kim reports that the infection rates for Omicron are dropping. She recommends that we resume in-person services on Sunday, Feb. 20. She noted that our safety protocols are in place and will continue to be enforced. She also recommends disbanding the Reopening Task Force.

ACTION: Sue Anderson moved to follow the recommendation of Kim Lucas Hart and dissolve the Reopening Task Force, assigning those duties going forward to the Safe Congregation Committee. Seconded and CARRIED. ACTION: Marc will draft an announcement tonight to be included in this week's email regarding the re-opening of the church.

- B. New Security System – Eric Hart: All interior components have been installed and is working properly. A couple of exterior cameras still need to be installed. Dayna said we need to have signage in English and Spanish stating that the premises is being monitored.
- C. Transition Team Update – Tanner: No report. Kim noted that we have only received one application so far.
- D. Strategic Action Plan Update – Sue Anderson: The service on Feb. 27 will not have a reflection. The main part of the service will end early, so that we can devote time for members to discuss their vision for our church going forward. This will be conducted both at the church and on Zoom; the discussion will not be broadcast on Facebook.
- E. Topic for monthly communication to congregation: Janell has written a blog explaining how and why we are broadcasting our services. She will forward it to the board for our consideration.
- F. Clean up of existing funds – Dwight: Sue mentioned the possibility of using the funds in the Music Director and Church Auction accounts to pay for copyright use, or to pay someone to lead the singing. ACTION: Janell will look in to finding possible candidates to hire.
- G. Refinancing mortgage – Marc: He’s calculated the four lots we own are worth about \$860,000. He recommends refinancing now, because rates are going up and are expected to go higher and it would likely lower our monthly payments. Glenda asked how much better a refinanced loan interest rate might be; Dwight said our current loan is an Adjustable Rate Mortgage (ARM) and is 5.93 percent. A new loan would probably be about 4.5 percent. ACTION: Dwight and Marc will make initial inquiries with banks, but will not take formal action without a vote from the board.
- H. New laptops: The AV team now has two new laptops; one was purchased anonymously, the other was donated by Sharon Salih. A third one is still needed for the administrative assistant so that person can work remotely. We will make a decision on the purchase at the March meeting.
- I. Filling open positions – Lauren Leising and Dayna: Lauren said we have one candidate for the pastoral care position, an interview is scheduled for February 17. Dayna said we have received numerous applications for the administrative position. We have three strong candidates, they will be interviewed this Friday. The hope is to have the position filled by the end of the month. Daryl commended Dayna for her great work on managing the filling of these positions.

V. NEW BUSINESS

- A. Thermostats – Dayna: The thermostat in the sanctuary is no longer working. She has done some research, and has found that we can replace all seven thermostats in the building with new models that can be controlled remotely. Cost is about \$1,300, including labor. ACTION: Dwight moved to accept

Dayna's recommendation to buy the new thermostats. Seconded and CARRIED.

- B. Call for new volunteers – Jeff: He is concerned that some members are serving on multiple committees, we really need more volunteers to handle all the work of the church. Janell suggested making a chart or poster to illustrate the various volunteer opportunities. Daryl noted that we have too many committees for the number of active members we have. Dwight believes that we have to consider that church services may be different in the future. The board also will look at reducing the number of committees in March, and then we will solicit volunteers for the revamped committees. ACTION: Marc will contact Dawn to include a message to the congregation about considering volunteering with the church.
- C. Inventory of church assets: Dwight suggested shooting video of each room and storing that video away from the church. ACTION: Nicci will shoot a simple video of the entire building interior. Once we have enough volunteers, we will consider conducting a formal inventory.
- D. Implementation of recommendations from audit – Dwight: The most recent audit included a number of recommendations on how to improve our financial processes. ACTION: The Finance Committee prepare a list of recommendations for the board to review. He will try to have it ready for the April board meeting.
- E. Leadership and Nominating Committee: They need to be working on the board slate for 2022-2023 year. ACTION: Glenda will contact Caroline Nixon to see if she wants to still serve on the committee and if she knows the status.
- F. Staff support: ACTION: Marc said he will take the lead in meeting with staff about support, concerns, etc.
- G. Stewardship – Jeff: He noted that the Stewardship is typically well underway this time of year and usually concludes in March. Tanner Trask was the chair last year. ACTION: Marc will contact him to discuss plans for this year.
- H. Board orientation – Glenda: She noted that she was not aware of the “hidden” link to Lay Leadership that is on the website, other board members also may not know about it. ACTION: Marc will block some time in the March meeting to discuss some of the things board members need to be aware of.

Meeting adjourned at 9:07 p.m.

Upcoming meetings:

Mar 8, 2022 07:00 PM

Apr 12, 2022 07:00 PM

May 10, 2022 07:00 PM

Jun 14, 2022 07:00 PM

LINKS

[Treasurer's Report](#)

[Budget Percentage Report](#)

[New Office Administrator](#)

[Pastoral Care Search](#)

[Review New Board Goals](#)

BACK BURNER

Insurance and Wind and Hail Rider--looking into an alternate insurer--end of year

Reviewing policy and procedures: Marc

Safe Congregation Request for Lock - Paulson--back burner

Update on Robert's Rules of Order revision: Marc and Aimee

25th Anniversary Celebration: Postponed until safe to gather

Cultural Competency Training

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

Naming Opportunities Task Force Recommendations (for donations of lots of money or memorials)