

Unitarian Universalist Fellowship of Chico Board Meeting

November 17, 2022

Attendance: Board: Lucy Sperlin, President, Sydney Wilde, Bob Crowe, Beverly McMillan, Dave Keller, Susan Bachlor, Courtney Singer, and Pam Sachs

Staff: Bryan Plude and Jane Quan-Bell

Visitors Angela Risdon and Wayne Shems

1. The Board meeting was called to order at 7:05 pm by Vice-President Bob Crowe. Courtney was appointed process observer.
2. **Approval of Minutes and Committee Reports** – The Board approved *the October minutes..*
3. **Treasurer's Report** – See attached financial statements. Dave stated that the Sierra Central account is closed and the monies are being transferred to Edward Jones. This money is part of the Endowment.

The Finance Committee needs to meet. (Bryan, Dave, Bob, and Sydney)

4. **Minister's Report** – See the monthly committee reports. Bryan reported that the Christmas Eve service will be at UUFC and done jointly with First Baptist Church and First Christian Church. The Worship team and technical support has been lined up. Tim Hill will take care of Zoom. There is still a need for sound board help. Megan Johnson will decorate the pulpit area and the Social Justice Committee will decorate the Christmas tree.

Bryan also stated that there will be a choir for the Christmas Eve service. If anyone is interested, please contact him. The director of the choir is from First Baptist Church.

5. **Tri-Counties Mortgage Loan** – Dave reported that the mortgage was due in April and is working with Tri-Counties to get the loan renewed. The loan was paid down to \$100,000 in October. There is paperwork being processed between UUA attorney and Tri-Counties.

Sydney moved that the following Resolution should to be signed. S/Beverly; unanimously passed:

Resolved that Lucy C. Sperlin – President, David M. Keller – Treasurer and Pam Sachs – Secretary are authorized, on behalf of Corporation, to execute any of the Loan Documents and any other documents required to be executed by the Corporation and to do all other acts necessary to consummate the Loan.

6. **Web Training** – no report
7. **Employee Retention Tax Credit (ERTC)** – ERTC is money for non-profits who have lost staff in the 2020-2021 years due to COVID. He received a quote from

ERC Specialist of \$13,000 minus a 15% fee charge. The initial estimate was \$28,000. He received correspondence stating that the amount would be \$3,700 before the fees were removed. Church Casualty have recommended another group. The Board agreed that Dave seek another estimate from the group Church Casualty recommended.

8. **Buildings and Grounds** – Jane requested Bob to look into the low battery reading in the thermostat in the Fellowship Hall. Also, Bob will contact Comcast to review the new contract.
9. **Use Permit** – Bob reported that Tim Ferris has billed for writing a letter that goes with the mortgage documents. Bob forwarded to Tim Ferris the federal and California statutes that Megan Johnson's brother-in-law cite as relevant. Bob suggested that there needs determine the costs involved. UUFC has until the end of April 2023 to ask for another hearing with the City. Or, UUFC can go to the Planning Commission and pay approximately \$2,000 for their review.
10. **Auction** – Pam stated that they are getting ideas for donations and need people to help as volunteers.

11. **Issues for Discussion/Decision**

A. Mission Statement Task Force –Angela reported thata there are 3 groups working on the Mission Statement. This coming Sunday the group will combine the 3 groups' statements and come up with one statement. The Mission Statement and the following Covenant Right Relations will be presented to the Congregation on December 4. The Board agreed to adopt the Covenant or Right Relations for one year as stated below by the Committee of Shared Ministry and to ask for the congregations concurrence.

We, the members of UUFC, covenant to:

- Respect others: their person, ideas, and spiritual/theological beliefs
- Speak the truth with love, care, and sensitivity
- Listen carefully
- Respond with respect
- Act with kindness

B. Use Fees – *Pam moved to raise the rent for non-profits to \$60/month. S/Sydney, The motion passed with one abstained and 4 Yes.*

C. Records Retention – *Courtney moved that Susan can form a group to reduce the amount of records in the office and destroy paperwork that is no longer required. S/Pam; unanimously passed*

D. Zoom Issues – Sydney forwarded Dave Strohmeyer's request that Zoom be provided for the services even if it's just a camera that's stationary on the podium. There was an agreement that it's not a simple matter of turning on a camera. There are more complicated steps. Bryan suggested that a cell phone or iPad be on a tripod focused on the podium as an interim solution.

Currently, the following people have been trained to use the camera: Dave, Bob, Angela, courtney, and Jeff Sachs. Bryan reported that there are 2 volunteers who are fully trained on Zoom.

E. Visitor Policy during Board Meetings – courtney suggested that the visitor policy be read before a board meeting starts whenever there's a visitor attending.

F. Holiday Activites – Dave plans to have Christmas caroling on December 18.

G. Needs for Congregation Building – No discussion.

12. Board Musings – courtney will write the article for the November E-News.

13. Closed Session followed at 8:48

The next meeting will be December 15 at 7:00. Minutes recorded by Jane Quan-Bell.

Minutes submitted by:

Pam Sachs
Secretary