

## Tahoma Unitarian Universalist Congregation

### Board of Trustees Meeting January 21st , 2021 7- 9 pm

This meeting was held via Zoom due to Covid-19 restrictions

Present- Rev. Joe Rettenmaier, Sylvia Huerta, TUUC Administrator Libby Ball, Debbie Cafazzo, Christine Chansley (VP), Cindy Hackett (President), Sheila Whybrow (note taker) Holly Coryell, Jeff Rutherford (Treasurer)

**Opening Words/ Chalice lighting** - Joe Rettenmaier

**Visitor Welcome** Alana Franklin, Jim Tuttle, Thomas Oliver

**Check-in:** BOT ,

**Consent agenda** Approval 12.17.2020 meeting minutes,

**Staff reports** - RE Nancy Slocum (emailed) -reviewed highlights of past and future activities including

- Holiday pageant with rehearsals and prerecorded music
- Time for all ages during services - Kids chapel after worship - Weekly parent drop-in
- Connecting with Social Justice committee (Jonina Wright as liaison)
- Friday night vespers during January with story as part of the program
- Middle school/ H.S. program on world religions beginning soon
- UUA Middle school Con occurring in Feb; scholarships available
- Preparation for OWL program when we can resume in building
- RE committee currently w/o chair so it hasn't met. Will be hosting a meeting in February.

Treasure's report- Jeff

Would like to have board appoint an additional member to the Finance Committee.

### **New Business**

Financial Transition - Libby cleaned up a flood in the basement as there was no one to assist; Libby is still looking into identifying a custodial service to fill in until we can hire another custodian.) Plumber determined the problem was electrical- fixing the problem took considerable time.

- There is still info to be posted into ICON before moving to Quickbooks. Debbie & Christine will help with the congregational meeting to enable Libby to focus on having a financial report ready for the meeting.
- Forgiveness program for PPP is supposed to be simplified. Sound Credit Union recommended waiting for the simplified process to be clarified.

### Safe Parking Pilot Program

- Congregational response so far is positive -after setup, not a lot for volunteers to do - Colin DeForrest from Tacoma/Pierce County Safe Parking will be doing most of the work. We will need a liaison person/on-call host (stipend available until the grant ends 4.30.21).
- Volunteer positions and roles - information coming
- On-call host/liasion position could be shared.

**Motion** | - to call a congregational vote on hosting a pilot Safe Parking Program for Feb 21st

Motion approved

### Ad Hoc Committee -

- Will deliver a "soft" letter to immediate neighbors as a "first contact." A Safe Parking Informational letter will only be delivered if the congregation votes to move forward on Feb 21, 2021

Congregational Letter from the Board of Trustees -

- Debbie reviewed points to be covered in the letter she is writing to reach everyone including non electronically engaged folks informing all of Board work in the past few months

#### Board sub group - document retention policy -

- Christine and Debbie will determine a policy for retention of documents for future documents

#### Stewardship Report - Sheila & Alana

- Campaign to start in March - Need for financial goal (FY22 budget)
- Need for additional committee person to replace Michelle Fox who has had to resign from the BOT. -Sylvia Huerta volunteered.
- Talk with Linda re: finding 3 people to do testimonials during 3 consecutive Sundays
- Emphasizing difference between October 2020 contribution request vs FY22 Pledge drive
- Board suggested after service zoom meeting with financial committee member & board member to answer questions vs. hosting cottage meetings
- A mailed pledge packet is suggested with an online pledge option

#### Web Page Review

**Action** Need for someone to check for broken links and outdated information

Board Goals to be posted on website with the BOT information

#### Visitor comments:

Jim Tuttle would like access to:

- BOT executive session minutes from 2014-5 (not in google drive, paper copy: whereabouts unknown) and Dec 2015 congregational meeting (not in google drive, paper copy: whereabouts unknown). Would like Libby or Linda to look for those documents. [Current BOT position is that documents not in electronic format will not be accessible until the building reopens.]
- Any and all documents submitted to the BOT. [Current BOT position is that communication from congregants or committees require their permission to be released publically.]
- All communications from Jim have blanket approval to be shared
- Personnel files, in particular contracts, should be available. [BOT considers personnel records to be confidential.]

Board discussion points

- BOT did not request this Church history project; Jim did not submit a proposal prior to start of project
- BOT requested more info: scope of project, an outline, a sense of what it entails
- Jim agreed to share a draft chapter that covers the Bruce Rowan story and four other conflicts the church has dealt with
- Jim intends to publish but is not sure of distribution plans at this time

Chalice extinguished 9:28 pm