

TUUC BOT Minutes

January 19, 2023

Attending: Rev Linda Hart, Krissy Kim, Maria Figueroa, Sheila Whybrow, Holly Gorski, Chris George

Absent: Dolores Fitch

Visitors: Libby Ball, Susan Kunkel

Approval of Minutes - Moved, Seconded and Approved as corrected

Ministers Report – We need a Chat Chaplin for this Sunday. Susan Kunkel volunteered to provide this service

We need the Board member who does the announcements to count the donations on that Sunday from now on.

Krissy pointed out that we need to institute internal controls to ensure funds collected and recorded are handled by one person and funds deposited are handled by another person.

GOALS 2023:

Finance, HR and Related: Libby provided us with financials for last fiscal year, almost finalized, and information for the first half of the current fiscal year, almost finalized. She said they would be complete by the end of January.

We talked about when/how to share the financial info. We had said we would have financials early in the calendar year, and it appears we will meet that commitment. We discussed sharing a summary rather than the detailed line items we are reviewing now. We will provide financials, as usual, at any congregational meeting. But we want to get an update out sooner, so will work to provide a summary report with a weekly enews as soon as we can.

Libby pointed out that donations will be captured in Breeze going forward. Several Board members are ready to learn Breeze and get started helping with data entry and cleanup. Linda has sent out a link to the Breeze training.

Libby said that Contribution Statements would be out by the end of January. Many people need these for their tax filing.

It appears we have about 114 members and about 92 pledging units currently. We were at about 160 members pre Covid.

Holly said the job descriptions for the PT Administrator and PT Bookkeeper would be complete by the weekend.

We will advertise for 3 weeks on multiple sites by the end of the month, with a plan for priority consideration for applicants who apply in the first two weeks.

We will have two hiring teams, one for each position, to ensure we have someone with bookkeeping expertise on that team and someone with administrative expertise on the administrator team.

Building – There is nothing new to report on the modifications to this building, or on the search for another church.

Maria pointed out that the upcoming potluck is not consistent with our current Covid guidance and requested that the Board make some decisions, rather than reconvening the Covid Task Force. Maria updated us on current CDC and Pierce County guidance. The CDC is now recommending individuals decide about indoor masking based on their own risk level.

After considerable discussion, we agreed that people are making their own decisions about gathering and masking and that it is not currently necessary for the church leadership to mandate practices. The Board believes that individuals can make their own decisions about masking and attending group events.

Maria suggested that we stop asking people for contact tracing info on Sunday mornings (We do this for people who are new to us. We have the info we need for members and long term friends. This has caused some confusion, as newer people think we have contact info to ensure they get the enews.)

Membership Committee Update – Susan Kunkel provided a written report. We now have 3 members on the Membership Committee. They have organized 3 Meet-N-Greet gatherings in members' homes in February. She asked that we set up a Membership email address. This would facilitate providing addresses for the upcoming gatherings in February, as well as other membership-related communication. Linda will ask Libby to do this. We are reviewing and organizing nametags. The Committee will be verifying membership and contact info as soon as they have access to the new Breeze system.

We are noticing lots of new people coming in on Sundays. Seems many congregants are reaching out to them and Linda specifically talks with all new people she notices. We did not think a Welcome Circle at the back of the sanctuary on Sundays was needed at this time, with our current level of attendance.

Susan Kunkel pointed out several past practices/systems that have drifted as we went into virtual services only and then gradually returned to a hybrid approach while navigating Covid restrictions. These include: ushers, plate collection, sextons and lay pastoral care. The Board acknowledged these needs and the responsibility to get them reestablished as we move forward.

Committee Rosters – Update – Krissy said she would update the list with her best info and share it with the Board before the next meeting. Maria suggested we brainstorm that we need to begin doing again/put some of the structure back in place. She said she could do this as a Volunteer Coordinator. She recommended we spend some time on this next month

RE Committee – We have had one person volunteer. We need partners to form a small committee. We need the list of past RE parents from Nancy Slocum. Linda will get that from her.

Even without a committee, could we move the children from upstairs to downstairs. Holly points out we need two people then, who are background checked, if we do that

Extinguish Chalice at 8:30