

# Board of Trustees Meeting

Tuesday, February 27th, 2024

6:45pm – 9pm UU Sisterhood Room & Zoom

(formerly the Young Room)



## Unitarian Universalist Church of Annapolis

**Zoom Link: Meeting ID: 922 5263 7488**

### Approved Minutes

**In attendance-Jenn Pollitt-Hill, Jan Bird, Staff Warren, Kari Alperowitz Bichell, Nicole Bruno, Mike Wanhatalo, Laticia Hicks, Rev John, Rev Anastassia**

**Guests-Jen Larsen, Jean Mitchell, Terri Werner and Sara Moulton, Right Relations Committee**

**Chalice Lighting**

**Read Board Covenant**

**Approve minutes from January meeting-postponed to March because of incomplete information needed.**

### Board Reports

- Finance Officer Report – *Staff Warren - see report and Rev John to work with Staff to obtain \$7,000+remaining from Harbor Bank checking account. Discussed need to find cash to pay for the security grant expenditures until can be reimbursed from the grant. Will ask Finance Committee for options, including testing the reimbursement process with a small expenditure. Criteria for use of the \$65,000 that remains available from the endowment, intended for minister salaries in their first four years as Ministers of Equal Standing. Can it become a part of the next operating budget? Finance Committee to discuss, and present options.*
- EPIC – *Laticia/Mike/Nicole-Mini conference being planned for the fall-10/19 or 10/26/24 9am-12pm. Requesting update on Nominating Committee report on exit interviews. EPIC offers assistance to any group needing it to*

*incorporate 8th principle into their meetings. Asked about the relationship/impact of Rev AZ sabbatical to EPIC. Discussed BBC budget.*

- *Ministers' Report - Revs John and Anastassia: Rev John-Busy with interviewing for positions. Have hired a full time director of administration, Starts March 7. Most qualified and top notch candidate. Two candidates for Music Director 25 hours/week. Rev AZ-Asked board to make their pledges soon, to share with the congregation. Pledge form is online. Sunday is the first Sunday of the Pledge drive. Event at Evelyn's was lovely. Discussed Board support to plan to celebrate the reopening of our doors, March 3 after 9AM service. Propose community celebration on Sunday, April 14 to recognize all. Will be in place of 11:15 service. Board support would look like-giving opening remarks, offer invitations and making sure all should be thanked. Nicole will prepare an invitation and press release. Questions about the report-changes in the portfolio of a new now full time administrator. Request for list of delineation of roles/responsibilities of each minister as administrator, and of administrator. How might this change during Rev A's sabbatical? Will share job description of administrator and breakout of administrators' portfolios. Laticia is on the subcommittee for health and wellness for the Crownsville property and informed us that input is wanted, especially Black voices about what should be there. Updated Rev John's professional development plans with coach and Dr. Dyer.*

## **Old Business**

- *Capital Campaign Exploratory Committee – Jamie Harms report is in the Board drive.*
- *Right Relations Committee Update – Terri Werner/Sara Moulton  
Update on recruitment: Presently Terri, Sarah and Jim Shettel. Followed up with all leads There are 3 people scheduled to meet. Asked for help in recruiting others, especially POC. They are aware of the need to balance the committee membership. Presented draft charter to consider. Discussed Membership approval by the Board. Expectation to ask committee members to commit to continue or not annually, without a term limit. This model to be used by other committees such as EPIC. Board can approve new members at monthly meetings. Details of on boarding being worked out, after having time to become informed of training. Policies are being*

*developed. Members would sign a confidentiality agreement, private to the team.*

*Staff moved and Kari seconded a motion to accept the draft Charter presented. Motion tabled to allow more time to review the Charter and vote next month.*

- *Nominating Committee Update – Kari Alperovitz-Bichell-The committee has been doing exit interviews because it has been reported that POC have had a miserable experience on the Board. Report should be available soon, by the March meeting. In the process of recruiting for the next slate.*
- *Stewardship Update – Jenn Pollitt Hill-see ministers’ report above*
- *Survey/Census Update – Jenn Pollitt Hill expect to roll out phase 1 in April, demographics*

### **New Business**

- Reopening Celebration - April 14, 2024
- Board Service at the Lighthouse – *Kari Alperovitz-Bichell*
- Executive Evaluation need folks to help Jan and Staff. Nicole volunteered.
- Board Evaluation -table

### **Check-out/Closing/Extinguish Chalice**

**Submitted by: Carrie Kotcho, Secretary**