

UUABQ Board Meeting Agenda - 12/21/2021, 6:30 p.m.

Virtual Attendees

Board Members: George Bakula, Joyce Etheredge, Sara Friederich, Aroop Mangalik, Melisa Nicoud, Milagros Padilla, Mikaela Renz-Whitmore, Carla Williams, The Rev. Angela Herrera (ex-officio member)

Guests: Phillip Robinson. Lucy Silva

Absent: Carla Williams (+ 3 vacancies)

Agenda / Minutes

Time	Item	Owner
6:30	Chalice Lighting and Check-In	Joyce
<p>A time to get centered and share with each other.</p> <p>Minutes: Talking about joy and what each of us do to keep from sinking into the mire. Relationships, exercise, strong marriages, laughter, modern med's, music, friends, volunteering, slow down and breathe and allow feelings, dancing & being foolish, travel, cooking favorite foods.</p>		
6:40	Consent agenda: Board meeting minutes, executive staff report, program staff report, president's report	All
<p>Board to review/discuss reports.</p> <p>Motion: Approve the meeting minutes and accept the reports. Motion by: Melisa 2nd by: Joyce Vote: Unanimous</p> <p>Minutes: Director of Operations will start January 11. Board discussed letter from Sandra Schroeder.</p>		
6:50	Minister Housing Allowances	All
<p>Board to vote on Ministers housing allowance declaration, to match last year's.</p> <p>Motion: Approve the ministers' housing allowance declarations to match last year's. Motion by: George 2nd by: Melisa Vote: Unanimous</p> <p>Minutes: <ul style="list-style-type: none"> UUA info: https://www.uua.org/leadership/library/housing-allowance </p>		
7:00	Pledge Campaign	All
<p>Board to review/discuss update about pledges received and assignments for calling households who pledged last year but have not pledged this year and plans to wrap-up the campaign.</p> <p>Minutes: Pledges are below last year's: ~ \$792K. Philip is reaching out to 140 families who pledged last year but not yet this year. Usually we see an uptick in pledges in late December. Delay in re-opening worked in our favor in terms of savings from operating the buildings and program costs. Surplus of \$30,000 anticipated for 2021. This budget reflects split Director of Operations and Director of Finance and a new paid IT position. Family has stepped up to offer to "close the gap" between what's needed for the operating budget and what's been pledged so far.</p>		
7:10	Budget Discussion	All

Board to discuss the proposed budget.

- Items that require increased funding
 - Cost of Living Adjustment (COLA) 3%
 - Director of Finance / Director of Operations / Paid IT Support
 - Targeted staff raises
 - No PPP coverage
- Items not currently in proposed operating budget
 - Anti-racism / anti-oppression training budget?
 - Campus Master Plan Update - \$15-20K
 - Arc Building updates & cost of ownership
 - Campus upgrades above what's in facilities budget
 - Social Justice Coordinator

Minutes:

- How to reflect ARC Bldg in budget (expenses for us to use it or rental income if we rent it)? Budget now assumes enough rental of spaces to cover cost of ownership (\$8,000). Leaving the building unused actually costs us money in the long-term because getting the building ready to use will cost more than just using in day-to-day. New Director of Operations to explore what it would take to get a leasing agent and find a non-profit tenant that is aligned with the church's mission for a short-term lease. (2 years? 3 years?) In the meantime, church will be focused on anti-racism / anti-oppression for 2022 and then can focus on updating a Campus Master Plan in 2023, including what to do with the Arc Building.
- Jan. 11 @6:30 PM is proposed for special board meeting to finalize the budget for the annual meeting.
- Ask Endowment to recommend full allowable disbursement for 8th principle training funds and campus care/capital reserves. George to request from Endowment Committee.
- Surplus - what percent for campus care vs. operating budget. 50% of surplus typically goes to capital reserve ("campus care"). Can decide at the next board meeting.
- UUA fair share. Asking for \$64K. Leave as-is in budget (~\$56K).

7:30

Annual Meeting Planning

Board to vote on the date/time/format of the annual meeting and discuss what's needed for the agenda and logistics.

Motion: Approve Sunday, January 30, 2021 at 2 p.m. for the annual meeting date and time via Zoom.

Motion by: Melisa

2nd by: Milagros

Vote: Unanimous

Minutes:

- Online via Zoom
- Content
 - Prez Reports
 - Arc Building - look into renting until we know how we are going to use it. Need to have DOO in place as well as Master Plan. Non-profit will be preferred. Master Plan in 2023.
 - State of the Church Report - Sr. Minister
 - Strategic Plan
 - Nominations and votes on board / standing committees
 - Budget
- Volunteer for roles
 - Chalice lighting - MRW
 - Taking minutes - Sara
 - Backup count for quorum - Melisa and Joyce
- Date/Time for the Town Hall (Budget & Strategic Plan) - January 23, 2021, 2 p.m. via Zoom.
- Annual Meeting will be on Zoom.
- Jane's Community Affiliation - Board vote in February

	<ul style="list-style-type: none"> ● 8th Principle vote in January 2023 ● George to confirm annual meeting date with Michael McDonald (Moderator) ● Bob to coordinate with Chris Paul for Tech Support 	
7:50	Board Retreat Planning	
<p>Board to discuss and confirm board retreat dates and whether it can be in person.</p> <ul style="list-style-type: none"> ● Saturday, February 5, 2022 <p>Minutes: In-Person preferred. Will depend on status of virus.</p>		
7:55	Interim Member of Healthy Communities Committee	All
<p>Board to vote on approving Katerina Azhdaji as an interim member of the Health Communities Committee.</p> <p>Motion: Approve the interim appointment of Katerina Azhdaji as an interim member of the Healthy Communities Committee.</p> <p>Motion by: George</p> <p>2nd by: Melisa</p> <p>Vote: Unanimous</p>		
8:00	Gratitude Practice	All
<p>Recognized person: Jake Barkdoll - Melisa to write thank you</p> <p>Recognized person: Graham Bowkett - George to write thank you</p>		
8:05	Adjourn	All

Key Dates: All dates subject to COVID-19 guidance

- Special board meeting: January 11, 6:30 p.m.
- Next meeting: January 18, 6:30 p.m.
- Coffee with the Board: January 23, 10 a.m.
- Town Hall for Annual Meeting: January 23, 2 p.m.
- Annual meeting: January 30, 2 p.m.