

UUABQ Board Meeting Minutes - 10/18/2022, 6:30 p.m.

Virtual Attendees

Board Members: ViV Bakula, Dámaris Donado, Joyce Etheredge, Aroop Mangalik, Melisa Nicoud, Mikaela Renz-Whitmore, Bill Slakey, Maya Stephenson, Carla Williams, The Rev. Angela Herrera (ex-officio member)

Guests: the Rev. Bob LaVallee, Kristin Famula (Intern Minister), Miguel Perez (Director of Facilities), Judy Goering (Leadership Succession Committee), Phillip Robinson, Ruth Ann Cooper

Absent: Kathi Foy

Acting Secretary: Melisa with assistance from Mikaela

Zoom: 931 0879 7097

Agenda / Minutes

Time	Item	Owner
6:30	Chalice Lighting and Check-In	Melisa
A time to get centered and share with each other.		
6:40	Consent agenda: Board meeting minutes, executive staff report, president's report, program staff report	All
Board reviewed and discussed meeting minutes and reports.		
Motion: Accept the reports and approve the minutes.		
Motion by: Viv		
2 nd by: Carla		
Vote: Unanimous		
Minutes:		
<ul style="list-style-type: none"> ● Hired Justin Engle as Tech Arts Director - started Sunday ● Endowment estimate in the next few weeks, after getting 2nd Quarter statement ● Request for report on # of households at different pledge levels on giving page - Viv to bring it up at Rad Gen ● How to communicate that a dedicated fund has been opened <ul style="list-style-type: none"> ○ Mikaela to email Steve and Jake ○ Add to website ○ Confirm process to accept high cost items that require an additional 10% to cover maintenance/operations that goes to the general fund 		
6:50	Quarterly Financial Report / Proposed Budget Options	Phillip
Board discussed the quarterly financial report and proposed budget options.		
Minutes:		
<ul style="list-style-type: none"> ● Question: We've gotten requests from individual committees about budgets. What level of detail do we need in the budget, and how do we respond to these requests in the meantime? <ul style="list-style-type: none"> ○ Leadership Succession Committee - \$600 ○ Health Community Committee - \$300 ● Pledges and spending on track for this year. Have a slight surplus now that is expected to be drawn down by the end of the year. ● Budget for next year shows \$57K deficit by end of year. Will need to raise \$1,045,525 for pledge campaign to balance the budget next year. Have 200 pledges and \$496K as of today. 		

- Option 2 budget shows some items that could be cut if we have to. Compensation is the largest percentage of the budget, so just cutting elsewhere won't get us there. Dropping the 3% increase for staff might get us to balanced budget.
- Miguel provided a potential capital budget. Bob and Phillip will be discussing that.

7:05	Proposed Policy Changes - COVID	Angela
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Board discussed and voted on proposed policy changes from the COVID Task Force.

- Open Family Room - masked
- Coffee hour - indoors
- Rows no longer blocked off
- Singing with masks throughout the service

Motion: Approve the policy changes related to COVID protocols.
 Motion by: Melisa
 2nd by: Viv
 Vote: Unanimous

Minutes:

- Risk seems low
- Lots of options for people to choose from and keep selves safe
 - 2 in-person services, online option, social hall, family room, lobby
- People need community

7:15	Proposed Policy Changes - Program Teams	Mikaela
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Board discussed recommended change to the bylaws from the Policy Task Force.

Article 1 Section 02 Membership
 (b) Membership and Committees
 Only members in good standing of the Church may serve on any Standing Committee (including the Board of Directors). ~~or Board Committee Only a member in good standing may chair a Program Team or serve on a Council.~~

Minutes:

- The Task Force discussed this further and recommends again that this provision be deleted from the bylaws. There are 24 program teams plus another 16 program teams that fall under the Social Justice Council. Limiting participation on these program teams would be restrictive and limit participation, which is contrary to 8th principle values. The Task Force felt that there are sufficient remedies in addressing relationships if problems arise.
- Board agrees this should be sent to congregation for vote at the annual meeting

7:20	Finance Committee Member	Joyce
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Board discussed and voted on proposed new member of the Finance Committee: Kristen Kauffman

“I am a member of First U and am returning now from a long period away (due in part to COVID and in part to growing my career which is now demanding less of my time). I am interested in helping the church somehow as I reintegrate. I am a financial consultant at Fidelity Investments, and I also serve a nonprofit organization called the Southwest Women’s Law Center as their treasurer and chair of their finance committee. I will begin a masters in finance program next fall at Johns Hopkins (it will be part time and online).”

Motion: Approve Kristen Kauffman as a member of the Finance Committee, effective immediately.
 Motion by: Bill

2nd by: Viv

Vote: Unanimous

Minutes:

- She's a very qualified candidate and may be a potential future treasurer.

7:25	Safety	Bob/Miguel
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Board discussed creating a safety plan for the campus with lockdown procedures, especially during worship services.

Minutes:

- Trying security out on worship services.
- Need to understand budget implications.
- Review safety procedures, safety manual from pre-pandemic now that Miguel is onboard
- Active shooter training
- Sunday roles training for lockdown procedures
- De-escalation from security
- Bob looking at what other religious institutions are doing, tech solutions

7:40	Break	All
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Stretch, move, bio break

7:50	Safe Outdoor Spaces Application Update / Process	Bob
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Board discussed the First Unitarian application to host a Safe Outdoor Space, the decision-making process, and any other considerations to keep in mind.

Minutes:

- Notified neighborhood association
- Had to make small tweaks to application
- City funding still available
- Councilor has been helpful
- Once have approval - will meet with businesses that surround us
- Safe Outdoor Space Operator's Permit - up at City Council

8:00	Board Book Group	Dámaris / All
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Board discussed logistics for our book group.

Minutes:

- Saturday, November 5th @ 9:30 am - 11 am - Board Book Club
 - *Widening the Circle of Concern*, about 200 pages
- Zoom - Dámaris to send link

8:10	Strategic Plan Implementation Reporting	Mikaela / All
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Board discussed reaching out to church groups for updates about / progress on implementing the strategic plan. We will give folks a few weeks to respond and prepare a report for the Congregation in August.

Survey Link: <https://tinyurl.com/UUABQstrategicplan>

- **Anti-racism / Anti-oppression:** Mikaela
- **Church for All Ages:** Bill
- **Engagement & Connection:** Kathi
- **Welcoming Campus:** George

- **Social Justice: Maya**

Minutes:

- Deadline for responses: November 4
- Summary report by November 11 for next Board meeting

8:15	Gratitude Practice	All
Recognized person: Louise Gerstle - Welcome Table - 10 years - Viv Recognized person: Christine Robinson - Minister Emerita - Tech Team and Memorial Service, CUUPS ceremony, grower's market for change for the future, puzzle - Mikaela		
8:20	Adjourn	All

Key Dates: All dates subject to COVID-19 guidance

- Saturday, November 5th @ 9 am - 12 pm - Board Book Club
 - *Widening the Circle of Concern*, about 200 pages
- Next board meeting: Tuesday, November 15 (Dámaris on tap for chalice, opening question, and secretary duties)