

UUCS Board Meeting Agenda: August 5, 2020

Attendance:

Board Members: Hannah Hamilton, John Botts, Mark Lorenz, Susan Reese, Raj Mehta, Maggie Lum, Ruth McDonald Sharon Williams

Finance: Adam Winter

Visitors: Terry Dick, Alyssa Lum

Check in

UUCS Facilities Search Committee (Provided by Terry Dick)

Status:

1. Our Commercial Realtor took us to two places on Ridgetop circle where there are also a number of facilities. In general, rents are still not coming down, as expected due to the pandemic. One property we viewed was nice 4800 sq ft but was \$8000/month. Property may not be available in January. We plan to look again in September, unless sometime good comes up
2. Landlord isn't budging much on rent. For the Sanctuary and rooms behind it, it would be \$7000/month (no build-out). Some work would be needed to seal off the other area. It would save us the cost of moving (but we would need storage). We will keep the discussion going with Tim.
3. The Reformed Jewish Congregation in Ashburn, has an adjoining suite that might be suitable. Currently it is being rented to the Adams center, but they will be moving out. We will investigate.
4. The committee wants to revisit the discussion of whether we should rent in December at all. Covid-19 vaccine will not be available for some time. So, should we rent or wait? Landlords are looking for a 3 year lease.

Action: Facility committee will report out status in the next issue of Illuminate to the congregation (Terry/Facility Committee).

Action: Need to get an estimate for moving out. This will be a consideration in our decisions (Terry/Facility Committee).

Social Justice Activities

Status

1. SJ committee met last week with 8-9 attendees. There was energy around anti-racism and Black Lives Matter. Christian and Janine Strabhaur-Jones want to set

up a clearinghouse blog/website (calendar) of local and regional events, information, etc on this topic. We need some way to “Take a Stand” such as press releases.

2. The board suggests SJ committee spotlight what folks in the congregation are doing
3. Food insecurity is a top issue in the county.

Decision: Board approved using Jenny, as needed, to help set up this clearinghouse.

Loudoun Backpack Coalition- Alyssa Lum

Status:

1. Committee is struggling to figure out how to support the Backpack Coalition. We are still collecting money and have ~\$800 to be used for them. But we have stopped providing bags as school stopped. We would normally start back up in the fall on September 8 (not in-person). But, if we did participate, meals would be distributed to our school (~20 bags)
2. Logistically, continuing with this is challenging (packing bags). Maybe a family takes a month for buying groceries and then packing bags.. .

Decision: The board approved distribution of collected money directly to Backpack Coalition (\$800 now and then monthly). Support them only financially this year and hope to resume packing bags next year.

Action: Alyssa will provide a quarterly report of money distributed to Backpack Coalition.

Mobile Hope

Status:

1. They are collecting and distributing food now via their bus. Loudoun County may also be supporting them.

:Living My Truth (Transgender Advocacy Speakers Bureau) Event

Status:

1. Event is on August 21st. Advertising is in The Illuminate. Equality Virginia is also advertising

Action: Continue advertising - Hannah will send Sharon a list of where to send notices.

Finance/Budget

Status

1. We will likely not be needing RE teachers until next year. Activities with the children aren't practical, given the virtual environment. However, finding teachers when we do start up may be difficult if we don't retain them.
2. Finance committee has generated a document detailing the retention policy for all our financial documents. <https://docs.google.com/document/d/14E4UUgPc0-v-4bLnCMels-U5A8gjk7L67NAVY1MnpO8/edit?usp=sharing>
Finance committee would like board approval of the retention policy (url above). Adam modified the document to exclude documents containing personal identifying information for viewing by congregational members.
3. PPP - funds received. Finance needs to do some paperwork to get the loan forgiven.
4. Financial Status: >.\$90,000 in the bank. We will finalize our 2019 attrition rate this month and report out at next month board meeting. We expect that to be ~5%. Last year was 12%.

Action/Decision: Board approves not paying RE teachers during this year, until we are back to in-person services.

Action/Decision: Board approves financial document retention policy noted above

Facilities and Membership-Assistance needed

Status:

1. The committee needs help. We are tracking visitors and we're contacting them.
2. We are planning a virtual book signing in August. ~7-8 people will sign. Jenny is working up a form. We'll have congregation participation during a service
3. We have begun advertising services on The Patch
4. Suggest congregation "liking" the services and encouraging subscribers to our YouTube channel

Action: We need to assign a board member liaison for Facilities. (Hannah).

Action: We also need to get help for the membership committee, facilities, etc to help Terry. Maybe get help from nominating committee. Sharon will get a list from Terry to see what work is being done and how we can divide up the tasks.

RE Update

Status: No meeting this month. RE meeting in August. Suggest contacting other UU churches to see how they are involving children.

Music Update

Status:

1. Julia has been using her new equipment to create enhanced music for the services. Choir is off for the summer.
2. Band will host service on August 23
3. Tech team is still assessing gear to improve services.

Action: Prepare plan for service evolution.

Staff Update

Status: No update this month, as Rev Aileen is on vacation

Reminders:

Board Retreat: 8/15/2020, 9AM via zoom

Board Liaison check in- need to regroup and make sure we check in regularly since we are virtual. Committee liaison roles: <http://uusterling.org/leadership/board/>

- John Botts: Social Justice Ministry
- Rev Aileen Fitzke: Pastoral Care, Communications, Interfaith,
- Hannah Hamilton: Committee on Ministry
- Mark Lorenz: Worship and Arts Ministry (Worship Associates, Choir, Rock Band, Sound/Streaming Masters)
- Ruth McDonald: Covenant Groups and Small Group Ministries
- Raj Mehta: Membership
- Susan Reese: Arts & Aesthetics Group, Lifespan Faith Development
- Sharon Williams: UUCS-organized Events and Public Witness Events
- Adam Winter: Finance

Personnel/Staff including Nominating Committee will be supported by Rev. Aileen, Hannah Hamilton, and Susan Reese. UUCS Governance (by-laws, policies, processes and group charters) will be supported by Hannah Hamilton and Mark Lorenz