

## **Board meeting June 2, 2021**

### **In Attendance:**

- Board: Hannah Hamilton, John Botts, Mark Lorenz, Raj Mehta, Susan Reese, Maggie Lum
- Minister: Rev Aileen
- Treasurer: Adam Winter

### **Check in**

### **Treasurer's report (Adam)**

- Pledge collections: ~\$170k of \$190k for 2021 church year
- Spending: Less than projected for this year.
- Reserves: ~\$73k
- Consider discussing pledge drive metrics and analysis either here or in the annual meeting. Mark will send Hannah and Adam these metrics and analyses.

### **Annual report Hannah**

- Hannah finishing up with the integration of the report
- Send draft to Mark for review/formatting

### **Budget meeting – June 13 after the service**

- Adam has all that he needs for the meeting. He plans to review the summary budget and then take questions, which might need to reference the details in the budget.

### **Annual meeting prep**

- Mailing/emailing materials (board slate bios, budget, annual report) - done
- Announcements for annual meeting and budget discussion (Illuminate, Sunday service) - in process
- Ballots (collection, counting) - Mark and Sharon - in process
- Quorum determination - use membership and pledge/waiver from this year's drive - Number of members identified

### **Order of meeting - abbreviated service prior to the meeting**

- Opening words/prayer
  - Include discussion on facility improvements
  - Consider photos of the facility. Maybe some with Rev Aileen in her office
- Summary of annual report/2021
  - Reopening task force progress
- Quorum determination
- Ballot results

- Nominations from the floor for Yvonne (if we have on-line quorum)
- Acknowledge key volunteers (gift)
- Acknowledge Julia and departure (gift)

### **Return to Worship Task Force (Rev Aileen)**

- Held first meeting on May 25
- Milestones
  - June 25: Complete the major items for refurbishment
  - July – August: Work out technology implementation and practice using it. Start doing services from the sanctuary (just worship team)
  - July 5: Begin holding small group meetings in the facility using defined policies for vaccinations and masks
  - August 21/28: Hold an open house in the facility. Music??
  - September 12: Hold our first live dual platform worship service in the sanctuary
- General Guidelines/Policies
  - Observe Virginia governor's guidelines for meeting. Includes guidelines for large meetings, small meetings, singing (if available). Masks for unvaccinated (as recommended)
  - Consider AUUMM guidelines for singing and for choir
  - Consider local (Northern Virginia) metrics for new Covid cases, positivity rate for testing, vaccination percentages
  - Stay home if ill and use virtual method for connecting to the congregation
  - UUUCS is not an enforcement agency. We'll provide the guidelines and use the honor system.
  - Facilitate virtual and in-person activities simultaneously (services, coffee hour, small groups, choir/band, RE (perhaps at a different time), nursery (not initially).
- Next meeting on June 10

### **Music Director Recruitment (Rev Aileen)**

- Julia's exit interview scheduled for June 10
- Circulated position description at GMU music, Loudoun Times-Mirror, AUUMM, local UU congregations. Rev Aileen will forward the flyer to NAACP friend (we need to be proactive in seeking out/including diverse candidates)
- Add this topic to Sunday announcements and/or Illuminate
- Two applications so far. Begin interviews this month

### **Committee charters (Mark)**

- Worship and Arts Ministry- Mark
  - Music, Arts & Aesthetics, Worship, SoundStream masters - 1st draft completed
- Social Justice Ministry - John
  - In work
- Membership - Raj

- 1st draft completed
- Lifespan Faith Development - Susan
  - RE - 1st draft completed
- Pastoral Care, Communications - Rev Aileen
  - In work
- Finance - Adam
  - In work
- Nominating Committee, COM - Hannah
  - Nominating Committee - 1st draft complete
  - COM - In work
- Facilities - Sharon
  - In work
- Covenant Groups - Ruth - Hannah will ask Bonnie
  - In work

We will have to revisit the unfinished charters next year.

### **Parking lot issues for 2021-22**

- 501(c)3 designation
- Mission/Vision/Covenant
- Membership
- Coordination and collaboration for social justice work
- Split plate recipients
- Complete charters; develop policies for key/repeatable processes (e.g. board practices, 501(c)3 required policies)
- Volunteer management and ministry prioritization; awareness of interestBoaB - board level

Board Retreat - Late August 21/28 depending on when we have the open house. Maybe in person.