UUCA Board of Trustees Meeting
4 May 2021

Greetings and Check-in's

In attendance: Judy Harper, Julie Stoffels (scribe), Ryan Williams, Clyde Hardin, Louise Anderson, Karen Dill, Michael Beech, Cecil Bennett, Mark Ward. Absent: Laurel Amabile is on the Outer Banks. Julie and Cecil called Mark's iPhone. Went to voicemail. Julie left message. Ryan texted Mark who joined us minutes later.

Opening Words and Chalice Lighting

Karen: Read "I Worried" by Mary Oliver.

Reports and Reviews

- **April Minutes:**

Cecil moved that the April minutes be accepted as presented. Clyde seconded.
Microsoft Word is the current version of the minutes. We discussed converting them to a pdf. Ryan will do that.

- **What's Happening:**

Mark: Video/Audio equipment will be discussed later in the meeting. Linda is pricing out an HVAC upgrade to be in place by church opening. How will the Board of Trustees be involved in Antiracial Justice Initiative? We discussed having Claudia or another representative come to our June or July meeting of the Board of Trustees. Mark's amendment: from the senior staff meeting today, he reported stress among staff members about having services in July. Therefore, Mark suggested we not have services in the month of July at UUCA. Clyde: ritual is important to some. As long as leadership/staff are comfortable with not having service, we are in agreement. Second Wednesday Thing will still occur. A menu for members/friends to select from among the offerings of the past year will be put on line. Clyde questioned: have we signed up for racial justice interaction with the Antiracial group? It was decided to wait on that until the new board members are selected.

- **Leadership Coverage Plan Update: Clyde**

Julie moved that the board adopt the action plan described in the "UUCA Board of Trustees Action on Executive Role During Lead Minister Absence" document [available in Google Documents] to designate Dr. Linda Topp, UUCA's current Director of Administration, Acting Executive during the Period Without Executive: for an approximately one-month period between Reverend Mark Ward's departure at the end of June and the arrival at the beginning of August of the Interim Minister, and to compensate Dr. Topp in the amount of $1,500. Louise Anderson seconded. The motion passed.

- **Interim Search Update: Ryan**

Seven candidates have sent materials. A decision by the committee will be made by May 18th. Interview questions have been set up and organized.

- **Audio/Visual: Mark**

Mark introduced a resolution [See "Proposed Resolution Authorizing the Purchase and Installation of Audiovisual Equipment for the UUCA Sanctuary" in Google Documents.] that allows Linda Topp to spend up to $40,000 to purchase A/V equipment for the sanctuary. Clyde asked that attention be paid to a safe location of the equipment against illegal removal. Cecil mentioned we will need to add people to staff the A/V processing at services. That will become a consideration later. Mark: We will remain responsible to the governance document that allows up to a certain amount to be spent.

Clyde moved that the UUCA Board of Trustees authorize the Director of Administration to spend up to $40,000 for the purchase of audio/visual equipment needed to record and broadcast from the UUCA Sanctuary. Louise seconded. The motion passed.

General Assembly

The General Assembly will be held virtually June 23-27, 2021. The cost is $200. Mark: Our number in the past has been up to 12 attendees. Our practice has been to prioritize involvement from folks as a means of orienting them to UUA.

Michael: we should throw out the opportunity to the entire congregation. What is the budget for this? What is the cost for a retreat for the Board of Trustees? Perhaps the cost of a facilitator. Both come out of the Board of Trustees budget. We can ask Linda about additional funds. Some money could be available. Ryan: We could say: There is scholarship money available for folks who need it who would attend as delegates: from LDC, Racial Justice, new Board members, RE, staff members. Ryan will check with Racial Justice and other groups to ascertain interest and will write a blog about it.

Annual Report and Meeting

Review last year's Annual Meeting plan. What is the difference between last year's budget and the current one? The slide show that Linda Topp prepared provides essential detail regarding the current budget. Ryan will provide a narrative: a word document giving strengths and weaknesses, selecting new board members, LDC members, and the proposal allowing new members to vote.

"Allowing Prospective New Members to Vote at the Annual Meeting" Clyde: There are 14 new members this year. Clyde moved that the Board of Trustees present and endorse at the Annual Meeting a motion allowing certain prospective new members to vote at the Annual Meeting. The text that shall precede and explain the Board of Trustee's rationale for this motion to the congregation, the specific motion itself, and instructions to prospective new members are in the "Allowing Prospective New Members to Vote at the Annual Meeting" document [in Google documents]. Louise seconded. The motion was passed.

The motion that is detailed in the “Allowing Prospective New Members to Vote at the Annual Meeting” document referred to above, will be the first item to vote upon at the annual meeting. If the vote is no, the votes of the new members will not be allowed.

Duration of the voting process:

Voting will be open on line at a certain date and votes will need to be submitted by a certain date. Information will be available to members to direct questions of clarification. These dates/details will be clarified by Ryan in the next few days with Linda Topp.

New Board Summer
We decided to meet with all current board members 1 June 2021 and include this item, “New Board Summer” for discussion. The new board members will join continuing members at the July Board of Trustees meeting.

Closing Reading and Chalice Extinguishing

Karen: Reading by Rebecca Parker.

Process Observer report: Cecil

We had an unavoidable late start and an overpacked agenda. We got stuck on GA for a while. Overall, we accomplished much.

Adjournment: 7:40 p.m.

Respectfully Submitted,

Julie A. Stoffels, Substitute Clerk