

Unitarian Universalist Church of the Desert
Board of Directors Meeting December 18, 2018
Minutes

Attending: Rev. Barbara, Minister; Sarah Gonzales, President; Vikki Porter, 1st Vice President; Jane Zaun, 2nd Vice President; Jerry L’Hommedieu, Treasurer; Rod Belshee, Secretary; Susan Hannon, Director at Large, Nancy Boyce, Director at Large.

Guests: None

1. Opening and Chalice Lighting:

Rev. Barbara began by encouraging everyone to share their gratitude for today.

4. Approval of Minutes:

Jerry L’Hommedieu moved to accept the minutes from the November 20, 2018 meeting. Susan Hannon seconded and the Minutes were approved as written.

5. Reports:

a. President:

Sarah shared that she has been approached by a son of a church member with a request to have a 70th Birthday party for his family member. While the Church would normally request a \$50 cleaning fee after an event, the family is requesting the Board waive the fee. Nancy Boyce moved to waive the fee; the Board approved by consensus.

Sarah said a non-profit organization “Mom’s Against Guns” has requested to rent the Church. They will pay the non-profit rate of \$100.00.

Sarah noted our current membership is 139; we may need to think about future needs around increased attendance.

Sarah reported the two people who care for the library in the Community Room have brought up the lack of use of the library. After some discussion, the Board agreed to promote the library for 3 months and then re-evaluate if it is being used.

Sarah stated in order to assess Board priorities for the 2019-20 Budget, she would like to do a congregational survey in January or February 2019; the congregation will be asked to contribute their

priorities for this next year. The Pledge drive will be conducted between 1/13/19 to 2/17/19. All Board members are requested to submit their pledge before 1/13/19.

Conversations with the Board will restart on 2/24/19 with the discussion focus on leadership development. Sarah will reach out to the Nominating Committee and invite them to this Conversation with the Board discussion. Rev. Barbara will request the Committee on Ministry also explore Leadership Development.

b. 1st Vice President:

Vikki stated the next Church Council meeting will occur on March 2nd at 9:30-11:30am. She expressed a concern that council members receive feedback from the previous council meeting. She wants to use the Council in leadership development.

Vikki said she is in the process of arranging a time for the Safety Committee to meet.

c. 2nd Vice President

Jane reported the Membership Mentoring program is just beginning. New members from 2017-18 were invited to connect with our newest members from this November. Of the 14 people who received emails inviting them to participate, 5 have responded. Our newest members have been invited to participate; those who do will be partnered with last year's member. Jane indicated eventually she would like for this program to be a part of the Membership Orientation.

The Stewardship Steering Committee is scheduled to meet on January 8th, 2019 at 10:00 AM.

d. Treasurer: (Written Report)

On December 7th, Jerry L'Hommedieu emailed his Report, a Statement of Activity, Statement of Financial Position, Year to Date Actual vs. Budget, and UUCOD Bank Transitions. This is his written report:

I've attached the various financial reports for November for your review and included a PDF of our recent bank activity to help explain an issue that arose when I closed the month.

On 11/28 our bank balance was \$43,625.25 so I transferred \$20,000.00 from checking to savings and left a balance of \$23,625.25. I also wrote checks to close out expenses for the month and on 11/29 I mailed some checks I had previously written. On 12/1 when I ran the Statement of Financial Position report, it indicated our bank balance was <\$4,499.56> but when I pulled the bank statement it indicated a balance of \$2,247.48. Our checking account was not overdrawn and I immediately transferred \$15,000.00 from the savings account to cover outstanding checks.

Because we run our books on a cash basis, checks I had written but had not been mailed, delivered or cashed are deducted from our QuickBooks checking account balance as soon as the check is printed even though it can take some time before the bank receives it and deducts it from our balance. Hence, the differences in balances between the books and the bank. I also hadn't anticipated a \$4,387.00 automatic debit for our Scrip order on 11/28. When I looked at the bank balance of \$23,625.25 on

11/28, it seemed quite sufficient to cover our needs for several days and it somehow escaped me that we'd have \$21,377.77 charged against our account in two days. The result of this is that the "1020 Checking" account on the Statement of Financial Position for November reflects the QuickBooks balance of <\$4,499.56> as the ending balance on our checking account.

The takeaway from this issue is that we should only rely upon the QuickBooks bank balance rather than the bank's online activity since QuickBooks reflects all transactions on a real time basis. Further, we should maintain a balance of approximately \$10,000.00 in the checking account in QuickBooks and monitor the bank account daily to identify and post automatic debits to our checking account by vendors in QuickBooks. I'm sorry for any inconvenience that may have caused you. Please contact me if you have any questions.

Jerry L'Hommedieu/Treasurer

Treasurer Discussion:

Jerry reported on the funds collected for Share the Plate with Safe House and on the Butterfly Project.

He discussed the music program budget which is over budget for guest musicians. Jerry and Rev. Barbara will meet with Dorian McWain, choir director.

There was discussion of arranging for Rev. Barbara to have access to a separate Minister's Discretionary Account within the UUCOD Budget. This would allow her to write a confidential check when necessary from her Minister's Discretionary Funds. Rev. Barbara, Jerry, and Sarah will consult with the Bank for the arrangement.

Jerry reported that the Social Justice Committee has recommended there be a Share the Plate between UUCOD Minister Discretionary Fund and the UUA Disaster Relief Fund.

He shared that our budget has expenses under the budgeted amount and he wondered if he should re-allocate amounts within the budget. The Board agreed that would not be necessary.

Jerry also reported there were a few people who made pledges who are behind in them; Sarah and Jerry will sign a letter to send to those people whose pledges are late.

e. Minister

Developmental Minister BOD Report

DECEMBER 2018

It has been another full month of shared ministry culminating in the Saturday Developmental Ministry Start up workshop with Rev Sarah Gibb Millspaugh. The revised Developmental Goals were clarified and deepened by the BOD, and the large attendance at the afternoon component was very positive. In partnership with you, the leaders of UUCOD, I intend to use your focus on the evolving developmental goals, to discern how to use my time, so that we can make the most of the opportunities presented to us.

We are celebrating the holidays with full Sunday services and a buoyant spirit. We do have some areas that need attention but overall the congregation seems healthy and optimistic. I have been attending meeting of the standing committees. The services are being very well received and I am told they are invigorating the congregation. I will be leading Sunday worship 3 times in December and twice in January, three times in February. I am also inaugurating a Dec 21 Solstice service at the Peace Labyrinth.

Worship & Social Media Outreach

I heard a desire for greater visibility in the community as an aspect of outreach efforts. Jonathan has started to post my Sunday Sermons on YouTube. Two are up. See link below. He is thinking that we can also incorporate the various videos of the choir that are on the web as well. I will get my sermons to Barbara Storms for posting over the holiday break.

Since our last meeting:

Nov 25 – Thanksgiving with JM Bloom-Ramirez – MDiv.

Dec 2- “Not What I Expected.” Rev. Barbara -My dramatic presentation of an ordinary woman encountering Jesus. Transformational.

Dec. 9 – Kindness with Dr. A. Poland

Dec 16- How the Unitarians Shaped Christmas: <https://www.youtube.com/watch?v=HLhqxXUVZxo>
Rev. Barbara

Dec 21 – Solstice at the Labyrinth 4PM Rev Barbara

Dec 23 – Holiday Music with Josette P., Sarah G. and Dorian

Dec 24 - Candlelight Christmas Eve – 5pm Rev Barbara

Dec 30 - Rev Dr. Don Stouder-

January 6 – Rev. Carolyn Price- As Close As Breathing

January 13 - Pledge Drive Kick off and Chili Cook off. Rev Barbara in Pulpit

January 20 – MLK Sunday. I will be preaching and my dear friend, Suzanne Sheridan will be playing guitar.

MEMBERSHIP - The Membership and Stewardship goals.

The Membership books are out! The Membership Committee’s members/friends map is almost ready to debut and with it possibilities for fellowship and neighborly support. Jane Z is implementing the Mentoring idea for new members as part of the committee’s responsible Stewardship of new members.

Social Justice / Share the Plate/ & Community

You are doing important work in this world.

A Hanukkah visit to the Tolerance Education Center, for all ages, organized by Marion Ellson, was well attended.

The Social Justice Committee is very busy with planning and implementing the ongoing commitments. Waking Up White continues. Rob DeWors is now part of that planning team. We hosted the Coachella Valley Interfaith Group Lunch on Dec 4.

Pres. Sarah and Barbara Storms and Ken Mills led and coordinated a very successful shared support and outreach to Migrant Workers Families, with presents and serving dinner and more at the Migrant Education Program School with 15 folks from UUCOD. The Present Wrapping for Safe House will take place this week.

Share the Plate has been very successful in the recent months. We have two share the plates for December – last week was “Hidden Harvest “. Christmas Eve the offering will be divided between the Minister’s discretionary Fund and UUA Disaster Relief Response. In addition the funds being raised from tag sales will provide holiday season support for our UUCOD folk who need it. (Nancy Boyce and Carol Lavoie).

RE – Denise Janssen-Eager spent many many hours organizing both programs, as a result we have two great curricula for the two groups of our young people. We do have volunteers to begin the youth programming- Neighboring Faiths, in January, which includes visits to other congregations. While there are volunteer teachers for the younger grades, the children have not shown up, even after calls to confirm attendance. So there is disappointment. The challenge is to discern the best shape for the program, and whether we need RE staff. We have the Safe Congregations policies to implement.

Adult RE I heard a desire for lifespan spiritual development. I intend to add Adult RE programming offerings in the winter/spring. Specifically Building Your Own Theology and starting Chalice Circle /Affinity Groups.

Personal: I will be taking my ¾ time days off and a few Study days between Christmas and January 10. My weekly day off is now Monday.

Respectfully Submitted,

Rev. Barbara

Minister’s Report Discussion:

Rev. Barbara led a discussion regarding Religious Education (RE) for children and adults. Following a lengthy discussion on the current status of RE for younger children, the Board agreed to pause children’s RE, focus on RE for teens and older adolescence as well as adult RE, and Chalice/Affinity Groups.

6. Current Business:

a. Attitude of Gratitude:

The Board sent gratitude cards to Rob DuWors, and Steve Boyce. Sarah will send a gratitude card to Rev. Sarah Gibbs-Millsbaugh on behalf of our congregation.

Security and Lighting:

This item was tabled for future discussion.

c. Approve New Facebook Policy:

Sarah thanked Susan Hannon for her work on this policy. Jerry L'Hommedieu moved, Jane Zaun seconded and the Board approved the policy as written.

d. Debrief Developmental Ministry Start-up:

This item was tabled for future discussion.

e. Facilities Update:

Rod Belshee had emailed his Facilities Update Report to the Board.

Facilities Report, December 2018:

Repairs

We completed 29 items on our repairs and projects backlog since the last Board meeting. The backlog is visible at <https://docs.google.com/document/d/1Ea4N2KuIOJC15gjnnVc9eec8tK5LMIBNOMCLvNUI9s/edit?usp=sharing>.

Lighting

Conversion of the recessed can lighting to LED is complete, including dimmers. Conversion of the pendants to LED will occur in the latter half of January, as will work on exterior lighting.

HVAC

We had York come out to triple check the a/c installation. They found another problem and replaced the min control board.

Jesse is now programming the thermostat to a higher temp when the building is occupied and lower otherwise. He will also allow a temporary OVERRIDE by anyone at the thermostat (without UNLOCK). We are will adjust the preferred occupied temperature based on feedback. Green Sanctuary and EPA both recommend heating to 68F (and cooling to 78F), though we have older people and lots of sitting so may need a higher temperature. The ideal temperature varies quite a bit between people, and those who are cold can add a layer while it is harder for those too warm to cool off, so we will likely settle near the lower end of a comfort range.

Appearance

We want to start a strong focus on appearance. The entrance patio cover paint is oxidized and peeling, the concrete join patches are unsightly and failing, and the foyer carpet is worn. The grounds are neglected. We are exploring combinations of work parties and contractors.

Expenditure Projections

We updated the long-term expenditure projects, to feed into the budgeting process. (See attached)

- The repairs Jim Scott did on the roof are holding up well and we now believe that we can continue to make small repairs and defer roof replacement at least five years, maybe even ten.
- Similarly, the Fray Check nearly stopped the deterioration of the sanctuary chairs, so we will do that annually and put off replacement of the chairs until 2020-2021.
- We added several items regarding entrance appearance for 2018-2019.

Rod Belshee
hikepaddle.blogspot.com

7. New Business:

a. Providing Key to Church Cleaning Service:

Sarah shared that we have been providing Sunday morning cleaning services following S2S2S evening performances. UUCOD's current cleaning service is provided by a licensed, bonded man who has been cleaning our Church for 4-5 years. At this time he does not have a master key to the Church which means that someone has to meet him at the Church at 7:30am on Sunday morning. Sarah proposed and the Board agreed by consensus to provide Roberto with a master key.

b. Report on Constant Contact:

Sarah reported that using Constant Contact enables us to see what percentage of subscribers open the emails, people can unsubscribe, and with Constant Contact there can be an increased outreach to "affinity groups" should UUCOD begin those groups. Jerry reminded the Board that using this program means the Treasurer has to tract funds more closely; Sarah indicated we will explore Constant Contact for a more functional process.

c. Library Maintenance:

Sarah indicated the Board addressed this concern during the President's Report.

d. Sarah reminded the Board of our 2nd Retreat on February 16th from 9:00am to 1:00pm. Location is TBD.

Following closing, the Board adjourned to Executive Session.

Respectfully Submitted,

Rod Belshee

Secretary