

Unitarian Universalist Church of the Desert  
Board of Directors Regular Meeting, Nov 17, 2020  
Minutes

**Attending:**

BOD Attending by Zoom Meeting: President Jane Zaun, 1<sup>st</sup> Vice President Carol Lavoie, 2nd Vice President Linda Savard, Treasurer Jerry L’Hommedieu, Secretary Rod Belshee, and Director-at-Large Mack Rogers, Director-at-Large Bob Rancourt, Minister Reverend Barbara Fast, and Asst Minister Rev. Ian Riddell.

BOD Absent: <none>

Congregational Members by Zoom Meeting:

Rob DuWors (during AV discussion)

**Board Business between meetings:**

1. Provisional Protocols for the Silent Auction:

On Nov 9, the Board unanimously approved a motion by email to adopt provisional COVID-19 protocols for the silent auction.

**Meeting minutes:**

1. Opening and Chalice Lighting:

Jane called the regular Board Meeting to order at 5:04 pm PDT by Zoom Meeting, while Rev Barbara provided a reading from Debra Falk.

2. Check-in:

3. Approval of the Minutes: The Board approved a motion to accept the minutes as written for the October 20, 2020 regular meeting of the Board.

4. Time-keeper and Process-observer: Bob Rancourt

5. Voices of the Congregation:

<none>

## 6. Reports:

### a. President Jane Zaun:

Jane submitted a written report. In the meeting, she described the first meeting of the Ministry on Diversity, Inclusion and Belonging, which began formative discussions. She was also quite pleased that at the Silent Auction people adhered to the protocols very carefully and we had excellent record keeping.

### b. 1<sup>st</sup> Vice President Carol Lavioe:

Carol submitted a written report. In the meeting she discussed the auction (see notes under Old Business) and reviewed her other report items.

### c. 2<sup>nd</sup> Vice President Linda Savard:

Linda submitted a written report. In the meeting, Jane mentioned that the Directories not picked up at the Silent Auction will be mailed.

### d. Treasurer Jerry L'Hommedieu:

Jerry submitted a written report regarding our financial position and notable financial events.

Discussion included the positive results in our Financial reports to date, with strong expense control and a very successful auction.

Jerry reported on the donated car progress. Carmax has offered \$2,500 and private party has mentioned potential interest at \$3,500. Once the title is in hand, then Jerry will sell it to the currently highest opportunity.

### e. Director-at-Large Mack Rogers:

Mack submitted a written report and summarized it at the meeting.

### f. Director-at-Large Bob Rancourt:

Bob submitted a written report. Jane commented that the Copyright Task Force has just a few things to finish up before presenting their recommended policy.

### g. Minister Reverend Barbara Fast:

Reverend Barbara submitted a written report. In the meeting, she added that she observes that the Board is working very hard, perhaps too hard? Rev B also noted that she has enjoyed the Building Your Own Theology and the Chalice Circles.

h. Assistant Minister Reverend Ian Riddell: (attends quarterly: Nov, Feb, May, Aug)

Rev Ian submitted a written report. In the meeting, he added that he works monthly with Care Team. Since it had been six months, the Care Team took on calling all Congregational members this month to check in and see how everyone was doing. The calls were greatly appreciated, and the Team will call Friends next. Rev Ian is also preaching in several other geographically distance congregations.

7. Old Business:

a. Attitude of Gratitude, Mack

- John Hammond, for musical contributions in Sunday worship services
- Randy Steele, Membership Chair, for his leadership of the Membership Committee and commitment to UUCOD.

b. Silent and Live Auction Update, Carol

Carol reviewed the Auction report in her written report. 81 bidders participated in the Silent and/or Live auctions. At 73 items, the number of items in the auction was down about a third from prior years, but the Generosity Challenge was higher than previous and was exceeded. The total so far is \$20,032, perhaps headed toward \$20,300, with expenses of about \$100 (less than in-person). Carol included notes that can be referred to for future. Many people sent notes that the auction was great fun.

Rev Ian's class on perfectionism starts in late Jan, and the Lifespan team is considering a second Laureen Nile class in Feb. Peter and Carol looking at programs after that.

c. Art and Decor Proposal: G. Kain donations, Jane

Jane reviewed the two donation proposals. Each has been reviewed by an ad hoc task team, and all items on the checklist have been validated. Discussion involved items that would be moved to make space for the art in the foyer. The location of the metal sculpture will be in the vicinity of the Key Largo entrance with exact placement to be finalized by the Facilities Committee.

The Board approved a motion to accept both art donations.

d. Approve Phased Reopening Plan and COVID Protocols, Jane

Jane introduced the proposed Covid protocols and explained the process and rationale. Minor clarifications were made in the text, consistent with the intent of the ad hoc team. The Board approved a motion to approve the Protocols as amended.

#### e. AV Proposal & Congregational Informational Meeting, Rod and Rob duWors

The Board unanimously approved a motion to refer the following proposal to Congregation for approval at a Special Business Meeting on Dec 13.

Proposal: Authorize the Board of Directors to spend up to \$40,000 to provide live streaming of services and to provide large TV screens in the Sanctuary. The Funds will be exclusively from donations, a matching grant, and the existing AV Reserve account. Funds will be allocated for acquisition of equipment, consulting, installation and training.

We will need a quorum (35 members) and will need to send a notice out by Monday November 23<sup>rd</sup> (21 days advance notice), and we need an opportunity for absentee ballots (email forms).

Rod asked for and received feedback regarding what material to distribute ahead of time and to present at the Special Business meeting.

Considerable discussion involved probable conversion of the Cry Room to a Production Room. With our online stream on the TV in the Community Room, that room can serve as both Cry Room and overflow. The consensus was that the Board really wants to be welcoming for families, and the loss of the Cry Room is regrettable but probably necessary. Means to be welcoming for families were discussed, such as encouraging parents and children to join in the sanctuary and if necessary just leave to the Community room for short periods as needed.

#### 8. New Business

##### a. Holiday Dinners – Board Support, Jane

The Board approved a motion to offer \$100 to congregants hosting Thanksgiving and Christmas dinners for the congregation. This year there will be no gathering, just meal delivery.

##### b. Discuss Worship Services on ZOOM

The main location for our Services is Facebook Live, but there are reasons for occasional Zoom services instead. Our Facebook views on Sunday dropped after two weeks on Zoom, so consistency is important. Some Zoom services may need to be private (e.g. the In Memoriam) but others can be public (e.g. potentially Christmas eve). After we install the new equipment we will be able to stream to Facebook and Zoom (and YouTube, ...) simultaneously.

##### c. 2021-2022 Pledge Drive Planning, Jerry

Planning is well underway: Chris Eager is the chairperson, the theme is set, kickoff will be a Zoom, Game night, and stewards are lined up. Packets will be distributed by email. The Finance Committee

is considering raising last year's goal, but we will wait until we have several more months of expense data from this year to understand our needs.

d. Board Members Visioning: Committee Meetings and Strategic Goals Updates, Jane

Board members reported on visits with various Committees to start the process of developing SMART objectives aligned with the Strategic Goals.

9. Extinguish Chalice and Adjournment

Jane adjourned the meeting at 7:20pm

Respectfully Submitted,

\_\_\_\_\_  
Rod Belshee

\_\_\_\_\_, 2020  
Date Approved

## Addendum to Board of Directors Meeting Written Reports of Board Members and Committee Chairs

### **Attachments**

#### Written Reports of Board Members and Minister

- a) President Jane Zaun's written report
- b) 1<sup>st</sup> Vice President Carol Lavoie's written report
- c) 2<sup>nd</sup> Vice President Linda Savard's written report
- d) Treasurer Jerry L'Hommedieu written report
- e) Director at Large Bob Rancourt's written report
- f) Director at Large Mack Roger's written report
- g) Minister Reverend Barbara Fast written report
- h) Assistant Minister Reverend Ian W. Riddell's written report

#### Written reports of Committee Chairs

- a) Facilities Committees

#### a. President Jane Zaun's written report:

CONGRATULATIONS to our 1<sup>st</sup> VP, Carol Lavoie, for her leadership in designing and executing complex plans for a silent auction and a virtual live auction!! They exceeded expectations and feedback from congregants has been positive.

As President, I continued participating weekly in the ongoing Covid19 Task Force.

Participated with 4 of our Board members and Board Members from 5 additional UU Church Boards in our Pacific Western Region in 3 two-hour sessions during October and November on Board Development. With themes of Flexibility, Resilience, Partnership, the program's goal was to assist UU Board's with cohesion and congregational support in navigating these difficult times.

UUCOD was contacted by the Riverside County Public Health Department to establish a liaison during this pandemic; I agreed to be the liaison to the County.

Led the All Congregational Meeting where a plan to upgrade Audio Visual equipment and plan for volunteers/possible staff for eventual live streaming worship services in the Sanctuary was presented as information and for discussion.

Revised the Command One Alarm Emergency Call list. Continuing to retrieve keys from former renters and employees so the Command One code list is accurate.

Participated in monthly Stewardship Committee Meeting where the idea for congregational support after the election was discussed. Arranged and participated in the Zoom Election Support on Wednesday November 4<sup>th</sup>.

Continuing to look for a volunteer to assist Rev. Barbara and a concerned group of congregants to help organize and administrate a Zoom Children's Story Time.

On Sunday November 15<sup>th</sup>, I received a phone call from a congregant reporting their positive testing results for COVID19. The congregant was asymptomatic and the test, done Friday morning on 11/13/20, was a routine test. The congregant attended the Silent Auction on 11/13/20. I notified 29 individuals who were present at the Church building during and following the congregant's time there. Attendees in the morning prior to the congregant were not notified. All Board approved COVID19 protocols specifically for the Silent Auction were followed during the day.

### b. 1<sup>st</sup> Vice President Carol Lavoie's written report:

#### **Auction**

- Registered bidders-81
  - Live Auction attendees-61
    - Proxy bidders-6
  - Silent Auction attendees-37
    - Proxy bidders-7
- Live Auction items-33 (some multiples). Additional items added live during auction.
- Silent Auction items-43 (some multiples)
- Generosity Challenge-Donation @ \$2500 matched + \$400 =\$5400
- Match Game Challenge-Donation @ \$500 matched = \$1000

#### **Total raised: \$20,032 +**

- Zoom Live Auction involved: 1 auctioneer, 1 auctioneer aide, 2 techies, slide show producer, 3 spotters, 1 meminfo collector, 2 tabulators
- Total # of volunteers (paddle stenciling, set up, etc.)-25
- Board approved Covid precautions in place including contact tracing
- NOTES:
  - Planning began in 4/2020
  - After the Annual Meeting in May it was decided that a Zoom Live Auction would be preferable as opposed to hiring an outside company. The right decision!
  - Decided that the Silent Auction would be -Best Bid.
  - Auction packets-hand delivered / mailed.
  - SASE included in packets (possibly saving on charge card fees)
- Receipts emailed out Monday following auction.
- Pick up of items – following Saturday at UUCOD.
- Unsold items available via Constant Contact.

- Positive feedback! ‘Most fun since Covid hit’, ‘Felt completely safe during Silent Auction’, ‘Haven’t stayed up so late in months-and couldn’t sleep afterwards – so worked up!’, ‘So great seeing all of the friendly faces’, ‘Amazing generosity’, ‘As a snow bird ... so great to participate in our first auction’

### **Lifespan Spiritual Growth**

- Working on the winter/spring semester classes
- First class will start in late Jan.

### **Pledge Drive Kick-off: Zoom Game Night**

- Scheduled for last Sat in Jan.
- Exploring several options

### c. 2<sup>nd</sup> Vice President Linda Savard’ written report:

#### **Stewardship Committee - Met Nov. 3, 2020**

##### Highlights:

- Chris Eager, the Pledge Drive Chair, attended our meeting. He filled us in on how things were developing with the pledge drive. The only assistance he needs from Stewardship is with the Kick-off and the final celebration. The kick-off will be an evening of games organized on zoom. The final celebration is still in the planning stages.
- Social Activities are continuing
- A second Virtual Art Show was held
- We held a discussion of our goals and how they relate to the strategic goals. During that discussion it became evident that the majority of what we do supports the strategic goals. Between us the members of the Stewardship committee are involved in over 50 activities and committees within the church. The only place we are not represented is in the Worship Committee.
- Continue to work on communicating with the congregation through the newsletter, committee connections and recording congregant shares for Sunday Service

### **Membership**

The committee is finished with the directory. Directories were distributed at the silent auction to those who attended. The directories will be mailed out to all others.

New member classes are being discussed for January with new member induction in February.



## Care Team

The team is in the process of calling current church members to check on how they are doing and to see if there are any needs out there. We are also making sure they are able to see the Sunday services and checking on their contact information.

The care team will assist Rev. Ian with Sunday Service on Nov. 22<sup>nd</sup>.

## Additional

- Attended weekly Covid-19 response team meetings.
- Hosted Sunday Together.
- Met with interim communication procedure team.
- Completed Diversity 101.
- Member of a “Widening the Circle of Concern” study group.
- Participating in Beloved Conversations through Meadville Lombard Theological School.
- Assisted with the Saturday night Auction
- Continuing with Chalice Circle involvement

## d. Treasurer Jerry L’Hommedieu written report: (as of November 5)

As of October 31st, the church held cash assets of \$223,109.01 in its bank accounts. Reserve and restricted funds totaled \$159,924.67, leaving a balance of \$63,184.34 in unrestricted funds. Long-term liabilities, comprised of our building mortgage and loan for solar, total \$206,227.

We collected \$630 for Galilee Center, our October Share the Plate recipient, and we received \$518 in Scrip rebates. Year-to-date Scrip rebates are tracking higher than last year.

For the month, we had a net operating loss of \$1,626, largely due to two periodic expenses. We paid \$2,126 for our annual comprehensive and liability insurance premium and we reimbursed \$1,200 for insurance premium expenses. We also paid Lauren Nile \$500 for facilitating the Diversity 101 workshop. Participants contributed another \$1,145 directly to Lauren Nile in gratitude for her work. An annual audit resulted in an additional \$141 for our Workers Compensation insurance but the total expense is about \$150 less than last year. Year-to-date, we have a net operating revenue of \$47,168.

## e. Director at Large Bob Rancourt’s written report:

### Summary

- Church remains closed to the public due to the Coronavirus Pandemic
  - Virtual services continue
  - This Director participated in one virtual service this month, which was actually recorded last

month

- This Director recently completed the “Diversity 101” Lifespan Spiritual Growth Program, which he found enlightening, educational, and helpful, and is highly recommended, especially for white members and friends
- Committees continue to meet and act o This Director attended one meeting to date this month and is scheduled to attend three more this month, including this Board of Directors meeting.
- This Director directly participates in the Streaming Services and Copyright Committee, the UUCOD Choir, and the Worship Committee
  - Updates provided within

### **Monthly Director at Large Report**

This Director continues to attend and participate in the various committees and groups, and just completed the “Diversity 101” Lifespan Spiritual Growth Program. This Director found the classes enlightening, educational, and helpful; the program is highly recommended, especially for white members and friends. This Director serves as a member of the Streaming Services and Copyright Committee, the UUCOD Choir, and the Worship Committee.

### **Streaming Services and Copyright Committee**

The Committee drafted an online worship services and copyrighted materials use policy that was presented to the Board. The Board submitted question and comments, and the Committee responded. The draft policy is ready for further consideration and possible adoption.

### **UUCOD Choir**

- Meeting, November 9
- Meeting, November 25

The Choir is meeting but is on hiatus. The Choir is now regularly meeting and preparing virtual hymns. Jonathan Fast’s contributions cannot be overstated.

### **Worship Committee**

- Meeting, Tuesday, November 24, 2020

The Worship Committee regularly communicates via e-mail. All fall and most winter virtual services have been assigned and scheduled. This Director served as Worship Associate for the November 15, 2020, virtual service, participating in related production meetings last month.

### **f. Director at Large Mack Roger’s written report:**

Attitude of Gratitude: Notecards sent (from “entire Board”)

- John Hammond, for musical contributions in Sunday worship services.
- Randy Steele, Membership Chair, for his leadership of the Membership Committee and commitment to UUCOD.

Social Justice Committee:

I participated in new voter “texting events” with several other members this last month ending on November 2nd. It felt real good to text voters and get a response! We reviewed what we have coming up for Share the Plate, Well in the Desert, which Chris Eager will introduce and spoke about the report that Denise has for the board for our committee goals, and how they tie in with the overall goals and objectives of our board.

Men’s Breakfast:

I took over coordinating the Men’s Breakfast meeting starting in on the first Friday in November. There were 4 members participating with lots to talk about in the week of the election.

PWR Training:

I attended all three training sessions for our Board Leadership training. Slow moving, but worth our time!

Auction:

I participated in both the silent auction and the live virtual auction this last weekend. It went very smoothly, thanks to Carol Lavoie....that’s saying a lot, the way Rod Belshee broke it all down when he wrote her in an appreciation letter. It could easily have been a “virtual disaster”, but no, the antithesis of that happened!!! Thank you Carol!!!

#### g. Minister Reverend Barbara Fast’s written report:

The Spirit of Life has Spoken and no one shall make me [us] afraid”.

*from Sarah Gonzales’s powerful witness for the post election Nov 8<sup>th</sup> service.*

Big Gratitude to the Auction Team led by the amazing Carol Lavoie.

Big Gratitude to Rod Belshee for his leadership and the resulting clarity of the AV proposal. Big Gratitude to every member of this Board and so many here at UUCOD who devote themselves to the Stewardship of UUCOD: sustaining the connections that nourish us, building wholeness, justice and kindness within ourselves, our relationships with each other in this congregation and the larger community. I am happy to share this ministry with you and with Rev Ian.

Please stay safe and well in the holidays to come.

**WORSHIP:** We are continuing to bring the Diversity Inclusion and Belonging lens to worship planning so that we can recognize opportunities to amplify and diversify voices/ content of the worship services. Thank you Joni and Worship Associates for your fortitude! I Gratitude for all the time and precision given by volunteers as they support, trouble shoot and create our on line worship experience. I want to gratefully acknowledge the Team for facilitating the **ZOOM worships** of Nov 1 and 8th.

**MUSIC /CHOIR:** We will continue to add our choral zoom lip syncs as we are able. There was a hiccup when we changed the meeting from Wednesday to Monday to fit the weekly production schedule. Since

the choir gatherings are not only about music but also about staying connected and many could not attend due to previous scheduling commitments Jonathan returned the meetings to second/fourth Wednesday.

I have contacted Kurt about continuing as our key accompanist/pianist -Jan – June 2021.

The Christmas Offertory is to be divided between the UUA Disaster Fund and The UUCOD Music Fund.

### **November Worship**

Nov 1 – Honoring Our Ancestors: ZOOM Rev B, Joni Paddock, Glenn Yamaguchi, Raul Valenzuela, and All

Nov 8 – We'll Build A Land: ZOOM Rev B and Sarah Gonzales

Nov 15 – Thrive: Rev B & Bob Rancourt

Nov 22 – Grateful for Caring: Rev Ian, Bryna Blum and Care Team

Nov 29 – The Litany of Resistance: Rev Tet Gallardo, President UU Church of the Philippines & Sarah Gonzales

### **December Worship**

Dec 6 – Lauren Nile & BIOPOC Group

Dec 13 – TBD: Rev Barbara Fast

Dec 20 – Look For the Lights/ Solstice: Rev Barbara Fast

Dec 24 – Candle Light Christmas Eve 5PM: Rev Barbara & Rev Ian and Choir

Dec 27 – Gentle Strength: Kindness and Healing, Rev Ian

### **Meetings Attended**

As needed: AV, Auction, Covid, Lifespan, Pres Jane, Sunday Together, Post Election-Vigil

Monthly: Membership, Soc Justice, CC, COM, Worship. Music Consult, BOD

Bi Monthly: Diversity, Inclusion and Belonging; Beloved Conversations

Weekly: Production/Tech, Music Production (when leading worship), Rev Ian, Meditation, Building Your Own Theology.

**Committee on Ministry** – Chair Rob DuWors, and Barbara Storms are taking the lead on the COM Strategic Goals thus far. Many Thanks.

### **Widening the Circle**

**Diversity Inclusion Belonging Ministry Group** began meeting Monday Nov 16. It will meet bi Monthly. Gratitude to Sarah G for organizing the first meeting and to all the participants: Sarah G, Glenn Y, Lance P-M, Diana L, Rob D, Fran H, Jane Z and Myself.

UUA led- Beloved Conversations

### **Lifespan Spiritual Growth**

Attended CC Facilitators meeting.

Leading 6 sessions of Building Your Own Theology which ends November 19. Eleven concluding participants.

Lead weekly Meditation session

Post Election Zoom gathering

The Lifespan Group will meet Nov 20 to discern programming for Winter.

**Pastoral** – As needed and in coordination with Rev Ian. Following up with congregants from Silent Auction afternoon walk through.

### **Community**

I have an article in Desert Sun appearing Friday Nov 20<sup>th</sup>. Mid-Valley Interfaith is meeting again via zoom.

I will be taking the week of Thanksgiving off. Rev Ian will provide pastoral coverage.

We are working out mutual coverage over the Christmas/ New Year's Holidays.

Many thanks for your happy and kind wishes for my big birthday and 20<sup>th</sup> year in Ministry anniversary. I am still integrating the experience of having a NEW President-Elect announced "for" my birthday present!

### g. Minister Reverend Ian W Riddell's written report:

*submitted quarterly: November, February, May, and August.*

#### Care Team

- The Care Team and I continue to meet on the first Monday of each month.
- This month, our focus has been on two projects:
  - Final planning and preparation for the Sunday service for November 22 on the theme of Gratitude for Caring. Members of the Team are providing readings and reflections on the theme of taking care of each other. I've worked closely with the Worship Tech team to make sure all the pieces are in place!
  - The Team spent time this past month calling all members of the congregation to check in after this long time of isolation. Reports from various places share that this has been appreciated by those called. We will begin calling friends and other regular participants in the coming weeks. We'll gather our notes and feedback at our December meeting and will share with the Board and other groups what we're hearing from our congregation..
- Pastoral Care
- I have continued to meet with individual congregants and couples by phone and Zoom to get to know them and the congregation better and so that they can get to know me.
- Worship
- I am co-leading worship at UUCOD on Sunday, November 22; I participated in the memorial reading at our service on xxxx and I provided the prayer for our post-election service on November 8. I will preach at Neighborhood UU Church in Pasadena on November 29 and at the UU Fellowship of Laguna Beach on December 2.
- Study and Prep
- I am continuing the online "Beloved Conversations" class and deeply appreciating the opportunity for reflection and learning. This work includes online videos and reading resources, written self-reflections, partnership with a "critical friend" who can offer support and loving questioning, and regular gathering with a "pod" of fellow participants to debrief and reflect.

- I read Isabel Wilkerson's Caste, which I highly recommend as a grounding in the historical and cultural realities of our country
- I am beginning to prepare for my class on Perfectionism for January
- I meet weekly with Rev. Barbara
- I attended and participated in the annual Service Auction on November 14. What a wonderful success that was!

## **Written Reports of Committee Chairs:**

### **a. Facilities Committee Chair Rod Belshee's written report:**

- The Facilities Committee began discussion of SMART goals to align with the UUCOD Strategic Goals.
- Several documents for the AV Proposal were distributed before the Board meeting: AV Proposal Overview, AV Proposal, and AV Proposal – Detailed.
- The Reopening Protocols were distributed before the Board meeting.