

Unitarian Universalist Church of the Desert
Board of Directors Regular Meeting Minutes
May 17, 2022

Attending:

BOD Attending by Zoom Meeting: President Linda Savard, 1st Vice President Hiroshi Yamaguchi, Treasurer Jerry L'Hommedieu, Secretary Rod Belshee, Director-at-Large Bob Rancourt, Director-at-Large Rob Duwors, and Minister Reverend Ian Riddell.

BOD Absent: 2nd Vice President Barbara Storms

Congregational Members by Zoom Meeting: Member Mel Wilkinson

Meeting minutes:

1. Opening and Chalice Lighting:

Linda called the regular Board Meeting to order at 5:04 p.m. PST by Zoom Meeting. Rev. Riddell offered an inspirational reading.

2. Welcome and Check-in:

Linda led a check-in of Board Members.

3. Approval of Board Minutes:

The Board approved a motion to accept the minutes for the April 26, 2022, regular Board Meeting.

4. Process Monitor and Timekeeper: Jerry

5. Consent Agenda:

<none>

6. Voices of the Congregation:

Members raised no topics that are not on the agenda.

8. Board Reports:

a. President Linda Savard: Linda submitted a written report. There was no discussion.

b. 1st Vice President Hiroshi Yamaguchi: Hiroshi submitted a written report. There was no discussion.

c. 2nd Vice President Barbara Storms: Barbara submitted a written report. There was no discussion.

d. Secretary Rod Belshee: Rod submitted a written report.

In the meeting, the need to determine a permanent storage location for documents such as Insurance Policies and the Reconveyance of the Mortgage was highlighted.

e. Director-at-Large Bob Rancourt: Bob submitted a written report.

In the meeting he highlighted that the choir is working very well, and services are planned through September, including two external services (UUA).

f. Director-at-Large Rob DuWors: Rob submitted a written report. There was no discussion.

g. Minister Reverend Ian Riddell: Reverend Riddell submitted the Annual Minister Report as his monthly written report. In the meeting he mentioned that he is looking at how to replace our piano accompanist, including providing an expanded music selection. Bryna has stepped down as leader of the Care Team. He also especially thanked Rob and Bill for their heroics in recovering the AV Windows PC from corrupted system files.

h. Treasurer Jerry L'Hommedieu: Jerry submitted a written report regarding our financial position and notable financial events. In the meeting, he received concurrence from the Board for gradually investing the \$165K in the UUA fund over a few months.

9. Old Business:

a. Attitude of Gratitude: Rob

Cards of Gratitude will be sent from the entire Board:

- Rob Duwors, Bill Masco and Rod Belshee for handling the AV PC crisis
- Ginger Hemmingway, Jane Betts-Stover and Carol Lavoie for hospitality
- Walter Gendell, Hiroshi Yamaguchi, Denise Janssen Eager, Sue Caspari, and Sandy Sladen for 8th Principle team
- Ingrid Pratt, Carol McDaniel and Mel Wilkinson for AV programming

b. Facilities/Grounds Update: Hiroshi

Jerry reports that the new gardener started this Saturday and is doing a good job. The Facilities Committee will not meet again until September. John Ressler and Claudia Simmons have art to display during the summer – need a contact person during the summer. Rev Ian asked Facilities to look at chair storage and placement in the Fall.

c. AV Update: Rod/Rob

Rod provided an AV update in his written report.

Rob highlighted that he is putting together a staffing plan through the end of August – we believe we have sufficient trained volunteers.

The Board approved by consensus that we create a service agreement with a professional IT company to do quarterly health check/maintenance and be ready to handle any major issues such as the AV Windows PC that failed this week and needed repair.

d. COVID Protocols: Rev. Riddell

Rev. Riddell discussed the current Covid protocols. We will shut down the coffee hour when it is too hot (maybe two weeks). Covid infection rates are climbing but we are not recommending any changes at this time.

9. New Business

a. Appointment of Chairs for Standing Committees: Linda

Board appoints chairs for the four standing committees. The Finance chair is open and Denise continues in Social Justice. The Board approved Mel Wilkinson for Facilities and LeGrand Velez for Membership.

b. Congregational Meeting Debrief: Linda

Linda led a brief debrief on the Annual Congregational Business Meeting held May 15, 2022 with 40 members in attendance and 16 on Zoom.

Voting was conducted electronically by Election Buddy. The results are:

- The 2022-2023 Operating Budget was adopted
- The 8th Principle was adopted
- The following Board was elected
 - 2nd VP, Fran Hoag (for year 2 of a 2-year term)
 - Secretary, Bob Rancourt (for a 2-year term)
 - Treasurer, Jerry L'Hommedieu (for year 2 of a 2-year term)
 - At Large, Carol McDaniel (for a 2-year term)
 - At Large, David Carter (for year 2 of a 2-year term)

Jane Betts-Stover has replaced Susan Hannon on the Nominating Committee.

The Board approved a motion to accept the minutes for the May 15, 2022, Annual Business Meeting.

c. Congregational Meeting 2023/ New Board Start Dates: Linda

The date for the 2023 Annual Business Meeting will be April 30.

d. Building Use and Rental Forms Review: Barb/Rob/Linda

A few details were discussed including handling of deposits, supplies restocking, and payment schedule for multi-term rentals. The forms will be updated before final approval.

e. Board Position Descriptions/Responsibilities: Linda

The Board reviewed a simple form to capture the basic duties of each Board position and to add additional comments or questions. This can be a great basis of discussion for the various roles, particularly as we bring on new Board members. Board members were requested to fill out their section by the end of May.

11. Process Monitor Report: Jerry

Stayed on track. Spent time where needed, everyone was heard, enjoyed our time together and got the work done.

12. Extinguish Chalice and Adjournment of Regular Board Meeting

Reverend Riddell offered closing thoughts and Linda adjourned the regular Board meeting at 6:27 p.m. PST.

Respectfully Submitted,

Rod Belshee, Secretary

Approval Date: June 19, 2022

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

Written Reports of Board Members and Minister

- A) President Linda Savard's written report
- B) 1st Vice President Hiroshi Yamaguchi's written report
- C) 2nd Vice President Barbara Storm's written report
- D) Secretary Rod Belshee's written report
- E) Treasurer Jerry L'Hommedieu written report
- F) Director at Large Bob Rancourt's written report
- G) Director at Large Rob Duwors written report
- H) Minister Reverend Ian W. Riddell's written report

a. President Linda Savard's written report:

Diversity, Inclusion and Belonging Ministry (DIBM)

At this month's meeting we reviewed how things went with preparing the congregation for the 8th Principle vote and ongoing work around the 8th principle. We discussed how we as members of the DIBM team need to continue with our own growth related to anti-racist, anti-oppression work. We discussed some of the ways we can do that together. We also discussed the need and how to of rotating people into and off of the team. We would like to get more congregants involved in the work. We discussed possible field trips that DIBM could sponsor. During the summer some plans will be made for the fall and winter. We were reminded to take a look at the bylaws and suggest possible changes.

Beloved Conversations, Among (BCA)

Beloved Conversations, Among (BCA) as a group has been dormant this passed month. Individuals have continued to work with our coach, Rev. Joseph. Rev. Ian is reaching out to him for discussions around worship. The 8th Principle team met with Rev. Joseph to get his feedback on our 8th Principle adoption process and to seek his guidance going forward.

Nominating Committee

The committee was able to make recommendations to fill all vacant positions and vacant nominating committee positions for the coming year.

Personnel

Rev. Ian and I will meet during the coming months to begin writing a job description for our assistant minister and Religious Education coordinator.

Additional

I planned the facilitated the annual congregational meeting. All candidates for office were approved, the budget was approved, and the 8th Principle was adopted. Over 50% of the members participated in the meeting either by zoom, in person or by absentee ballot.

I continue to participate in the AV work related to our Sunday Services. I am a work in progress around this ministry.

I continue to participate with the Covid Response team and keep the records of those who attend Sunday service and their vaccination data. I help out as a greeter or a kitchen helper on Sunday mornings when not helping with AV.

I continue to meet monthly with Rev. Ian and with Hiroshi to plan our board agenda and to discuss business of the church. I participate in the stewardship committee. I've continued to work with a small group on updating our facilities policy, procedures, and fee schedule for rentals.

b. 1st Vice President Hiroshi Yamaguchi's written report:

The efforts of our 8th Principle Work Group have wound down as we prepare for the presentation at our annual congregational meeting on 5/15/22. Our purpose has been to inform and educate our congregation about this proposed principle and to assess the readiness of our congregation to vote on adopting this principle. Mostly we have been working on revising and summarizing the 8th Principle resolution that we developed a few months ago, revising the 8th Principle FAQ's and making ourselves available to answer any questions about the adoption of this principle. Since Sandy and myself will be out of the country at the time of our annual meeting, Walter will be making the 8th Principle presentation.

Working with Steve, we completed installation of the track for the gallery display system. And working with John Ressler, we mostly figured out the assembly of various hanging hardware that attaches to the track. I will reach out to those who have already expressed an interest in displaying their work. I hope to get some art up before we head to Colorado for the season. In my absence, I will reach out and see if someone is willing to be the contact person in case someone wants to share their work and to assist them in hanging their art.

This past month has been an eventful time in DRUUM. I participated in a zoom caucusing gathering and it was good to connect with those in our API group and to attend the general service on zoom that was open to all.

I was the facilities contact person for the 10th anniversary of the Insight Community of the Desert and set up our sanctuary and community room for their event on 5/1/22.

Peter and I continue to assist in the facilitation of the Monday evening gathering of the Desert Meditation Group.

I continue my participation in work of the facilities, stewardship and DIBM committees and the COVID task force and BIOPOC cohort.

c. 2nd Vice President Barbara Storm's written report:

The new **directory** played a big role in the work of both Stewardship and Membership Committees this month.

Stewardship	Membership
<ul style="list-style-type: none">● Reviewed the current directory identifying people no longer associated with the church over the last year (no participation in services or activities, pledge stewards unable to reach them or people have moved, stewardship unable to reach them)● Making contact with some people to clarify their status and contact information● Suggested to Membership entries to be removed for the next directory.	<ul style="list-style-type: none">● Created a list of New Friends based on Stewardship's engagement information● Will make contact with new Members and Friends to clarify if they wish to be included and verify contact information● Reviewed the tasks and timeline for the directory

Stewardship also (8 members including the 2nd VP)

- Began discussing a committee fair for next year to hopefully increase participation
- Began thinking about the text for a Stewardship page on the website
- Talked about general Auction plans—Silent Friday, November 11 and Live (hopefully in person) Nov 12

Membership also (5 members)

- Reviewed Covid protocols for check in
- Discussed greeter schedule as well as ushers
- Planned a small gathering to thank Randy for his 6 years as chairperson and Mel for all her work over the years since she is leaving this committee.

Additional efforts I'm engaged in

- Worked with a subcommittee of the Board to revise the Facilities and Grounds policy, fee schedule and forms that are coming to the Board tonight.

- Updated the engagement tracking information with zoom service attendance and in-person attendance through April. Information is used by Stewardship, Membership and Care.
- Continue cleaning up our membership database to produce an accurate listing of members for the annual meeting and to prep for the new directory
- Occasionally serve as a greeter or help with hospitality.

d. Secretary Rod Belshee's written report:

SECRETARY

The process of putting the Meeting Minutes on the Google Drive for Board Documents is now working well. Board Members seem to be accessing and reviewing the minutes.

All of the official UUCOD and Board documents are now on the new website. This meets our legal requirements as well as good practice to have everything available for the congregations.

Bob Rancourt has been elected the new Secretary, and has already taken Board Meeting Minutes a couple of times. We expect a smooth transition.

COVID

We continue to monitor weekly data from the Palm Springs wastewater testing, Riverside County Public Health, an Eisenhower Medical Center. Infection rates are increasing rapidly, though the hospitalization and death rates remain low. No changes to Covid Protocols are anticipated at this time.

SACRED GROUNDS

Sacred Grounds is now well communicated on the UUCOD website.

Approved projects are shovel-ready and awaiting volunteers to drive them. Future projects are awaiting volunteers to refine them, perhaps this Summer, perhaps in the Fall. The hope is that the Sacred Grounds worship service, newsletter articles and website will inspire a few volunteers to step forward.

AV

Rob Duwors has led the AV Programming and Operation in Rod's absence. Huge gratitude!

Streaming Worship Services

The switch to streaming services through our website (via Vimeo) has been well received. The quality is considerably higher and the operation less troublesome for the AV team. A few congregants expressed frustration that the streaming location has changed so many times – hopefully this is the final location.

Stream Audio Quality

Stream audio has consistently been the biggest challenge. We have taken explicit steps to change the monitoring and operating and that seems to have helped. We have not had audio complaints from several weeks.

Professional Backup

During programming for the May 15 service the AV Windows PC had a failed system update that was not recoverable (corrupted system file). Rob and Bill worked the issue and got the machine to a professional repair shop. Rob is proposing that we establish an agreement to have professional PC support available, and both Linda and Rod agree.

Social Media – YouTube

The services are also being streamed to YouTube. While we have not communicated the UUCOD YouTube channel to people, a few people have found it (it shows up in google search) and the prior services have 6-12 views. That shows the opportunity for future Social Media efforts such as outreach, playlists and search engine optimization.

Volunteers

Several members continue with programming training and practice, including considerable one-on-one coaching from Rob. We are approaching five solid programmers (counting Rob and Rod) plus two backups (Linda and Rev Ian) so that feels real good. We also have a few additional people who can serve as operators. Rob is working to get the summer schedule planned through the end of August.

e. Treasurer's Written Report, Jerry L'Hommedieu

As of April 30, UUCOD held deposits of \$273,399.53 of which \$258,285.49 were either dedicated or restricted funds, leaving a balance of \$15,114.03 in unrestricted funds.

The yard sale grossed \$3,042 in new revenue for UUCOD. In addition, \$1,770 was raised at the April 24th service for the 2311 Sacred Grounds Reserve, bringing the reserve balance to \$25,308. Our Share the Plate Sunday resulted in \$446.98 being raised for TODEC.

There were no exceptional expenses for the month. With total revenue of \$14,027 and expenses of \$16,598, April ended with a net operating loss of \$2,371. This is normal for the end of the fiscal year. Year-to-date expenses are \$206,341. We project UUCOD will end its fiscal year with expenses below the total expense budget of \$257,910.

At its April meeting, the Board of Directors approved establishing an investment fund with UUA in the initial amount of \$165,000. These investment funds are composed of cash in reserve accounts such as the Building Maintenance Contingency, Special Gifts, and Facilities Emergency Reserve. These funds are not anticipated to be required for use in the foreseeable future. Over the past 5 – 9 years, UUA investments have resulted in returns of approximately 9% annually.

f. Director at Large Bob Rancourt's written report:

This report will be one of my last reports as Director at Large. For the incoming slate of the Board, the congregation has elected member Dave Carter to complete my two-year term and has elected me to serve as Secretary.

CHOIR

- Dr. Ament continues to provide robust and well received direction
- Weekly in-person rehearsals continue
- Live performances in worship continue
 - UUCOD Choir is presenting its rendition of What a Wonderful World on Sunday, June 12, 2022

WORSHIP

- Hybrid in-person and virtual worship continues
 - This style of worship seems to be working and is well received
 - In-person worship seems to be increasing
- Services are substantially planned through July's end
 - Worship leaders include Revs. Márquez, Riddell, and Stouder, plus lay leaders Roddy Biggs and Corbett Bratton
 - A streaming service presently is planned for the Sunday of the UUA General Assembly (06/26/2022)
 - For the 07/24/2022 service, Rev. Susan Frederick- Gray's Woven in a Single Garment of Destiny, which explores the hallmarks of Unitarian Universalist theology, presently is planned
- The next "Share the Plate" recipient is the Galilee Center

g. Director at Large Rod Duwors's written report:

Diversity Ministry

The work of this ministry continues to go well. We are working with Reverend Ian and Linda to incorporate the BOD Goals, DIBM Goals, and Beloved Conversations Among priorities. My term ends in November. The members of this group are working out a rotation plan perhaps similar to the one described in the Bylaws for the Committee on Ministry.

Liaison with Social Justice Committee

I attended this month's meeting. There was discussion of possibly hosting 2 tables at the Harvey Milk Lunch next year and the possibility of the UUCOD sponsoring Ukrainian refugees coming to the United States. They plan to discuss these items in next month's meeting.

Attitude of Gratitude Notes

All the notes outlined in last month's meeting minutes were written and sent.

Other

- Attending the Covid Response Team Meetings on Wednesdays.
- Participating in programming, operating, and training on the audiovisual system. This is where I spend the bulk of my volunteer time for UUCOD.

h. Minister Reverend Ian Riddell's written report:

Hello, friends, This month I am submitting my Annual Report as my Minister's Report. I'll be happy to answer any questions at our meeting.

I will be away on vacation from Monday, May 23, through Sunday, May 29. This is vacation, so I'll not be checking e-mail. If there is an emergency, please reach out to Pam or Linda who can contact me if necessary.

in peace and love

Rev. Ian