Saltwater Church Board Minutes September 23, 2020

Attending (via Zoom): Ray Valpey, Mayda Taney, Kathy Jorgensen, Anjali Lopez, Lauren Crawford, Karin Leisy, Rev. Kristin Kuriga and Gaye Greeves

Our Mission:

**At Saltwater Unitarian Universalist Church, we**

**Practice Love**

**Foster Connection**

**Nurture Spiritual Growth**

**Act for Justice**

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| Time | Topic | Lead | Notes |
| 7:00 | Call to Order  Chalice Lighting  -(Mission recitation and reflection on how one of the aspects will be realized at today’s meeting)  Check in | Ray  Anjali  Mayda |  |
| 7:15 | Consent Agenda approval  Minutes  Agenda  Minister’s report | Ray | Consent agenda approved. |
| 7:20 | Financial review - month  - IRS update  - Tax Exemption TF | Gaye  Ray | For August, pledge income is down. So far, there has been no need to transfer funds from cash reserves. Haitian United Christians paid $300 rent for August. Planting Flowers paid $2,000. Building and Grounds shows $1,000 payment which represents payment to Juan Morales to cover his insurance deductible. This payment was made as the result of one of SUUC’s trees falling on Mr. Morales’ fence.  There are charges for items on Key Bank credit card that need to be applied to prior fiscal year. Gaye will make the corrections. Some expenses were incorrectly allocated, and Gaye will make the corrections.  SUUC has not heard from the IRS regarding the large income tax overpayment. It may take 3-4 months to receive a response.  Board needs to take action to remove CJ as an authorized signer for the bank account. Moved, seconded and unanimously approved to remove Colleen J. Lewis as a signer on Key Bank account number 0713 and the authorized signers are Gaye Greeves and Saphronia Young.  Tax exemption task force: Department of Revenue communicated that a new tax exemption application was not necessary. The only for profit organization renting from SUUC is Planting Flowers. |
| 7:30 | Executive Session. - personnel | Kristen  Ray  Mayda | Executive session began at 7:24 PM and concluded at 7:49 PM. |
| 7:50 | Review of Board Policy  -Bylaws | Ray | Discussion of By-laws, and possible sections that should be revised and updated. No action at this time. |
| 8:00 | Safety Team | Karin | Approximately 12 people met. Kristen reviewed the recent issues and opened floor to general discussion. Topics: lighting, cameras, landscaping, fencing, emergency plans to cover all communities, clearing vegetation from around the building. Possibly add more signs. How to secure doors.  Priorities: lighting, clear sight lines and landscaping.  Next steps: Research on lighting and where it is most beneficial.  Facilities and grounds is organizing work parties. Quotes are being requested for an alarm systems. Meetings are scheduled for October and November.  Claims adjustor is coming on 9/24. AV team has provided list of everything that was taken. The insurance policy has a $1,000 deductible. There was no theft coverage on the contents of the office. Insurance covers only SUUC’s possessions, not the renters’ possessions. Kristen will communicate with the renters regarding need for them to obtain renter’s insurance. Board agreed to add theft coverage for the office to the insurance policy. Insurance will reimburse based on current replacement costs. |
| 8:10 | Focus area: Living into Mission in a time of a pandemic | Karin  Kristen  Lauren  Anjali | HCT invited to attend.  Video or testimonials that could be displayed on the web site.  Welcome slide for zoom worship services.  Compose a song of the mission (in the future).  Survey to assess peoples’ needs in the pandemic.  Mural on the front of the church (or welcoming room or sanctuary) based on the mission.  Mission statement posted in the church rooms.  **Top Priorities:**  Four workshops on zoom for each part of the mission, and eventually turn the feedback into a service.  Put the mission on the front page of the website and website re-organization.  Sharing mission on Sunday mornings.  Staff will add mission to signature in staff emails.  Asking ops leads how they fulfill the mission in their monthly reports.  Workshops will likely start in the spring and focus on the meaning of the mission and what it means to the life of the church. |
| 8:25 | Focus area: Covenant revision  Working w/ HCT | Mayda  (& Kathy, Kristen) | HCT invited to attend.  HCT has been working on covenant revision for an extended period of time. HCT now has a plan through congregational voting.  Covenant is a narrowly defined small document in terms of guiding interactions. It also can prevent conflicts and guides mediation of conflicts.  Discuss mission and how it relates to language in creating a covenant.  New Vision statement will not be created this year.  The HCT plans to hold workshops and based on input from the workshops prepare a draft to present to the congregation in December. |
| 8:40 | Pandemic Task Force | Anjali | Task force is gathering information from UUA, CDC, Church Mutual, etc to obtain parameters. The task force wants to get a sense of direction as to what other groups do while gathering.  Per King County guidelines, churches can meet inside, but restrictions are extremely burdensome.  What are the responsibilities of the renters (if they meet) in terms of cleaning?  Team members: Judy Featherstone, Anjali, Karen Lafe, and Sharon Crow.  The task force In the information gathering phase and will then proceed. |
| 8:50 | Reflection on process  Closing words/ Extinguish Chalice  Next meeting: October 21, 2020 | All  Anjali\* | A significant amount of material was covered. |

Action Items:

1. More communication between HCT and Living Into the Mission

2. Living into the Mission subgroup will meet before the next board meeting.

3. Pandemic Task force will meet before the next board meeting.

4.

**Board Covenant**

1. Share ownership of the work. Ask for help when needed.

2.       Be prompt, prepared, and present.

3.       Listen to understand. Leave space for silence and time to think.

4.       Value our time together and the importance of our work.

5.       Practice self-awareness and direct communication.

6.       Foster a culture of joy and appreciation; have fun!

* **Opening & Closing Words:**  July-Ray, Aug-Mayda, Sept-Anjali, Oct-Karin, Nov-Kathy, Dec-Kristen, Jan-Lauren, Feb-Ray, Mar-Mayda, April-Anjali, May-Karin, June-Kathy