Saltwater Church Board Minutes - December 16, 2020

Attending: Kristin Kuriga, Ray Valpey, Anjali Lopez, Kathy Jorgensen, Mayda Taney, Lauren Crowder, Karin Leisy, 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 | Presenter | Notes |
| 7:00 | Call to Order  Chalice Lighting (Mission  recitation and commentary)  Check in | Ray  Kristen  All |  |
| 7:15 | Consent Agenda approval  Minutes  Agenda  Minister’s report | Ray | Agenda approved as modified. Consent agenda approved. |
| 7:20 | Financial review | Gaye | Church is holding its own financially. The November report submitted is still a draft. Income and expenses are both less than budgeted. So far, there have been no transfers from cash reserves.  Gaye will prepare the PPP forgiveness application. At this time, it is unclear as to whether SUUC would be eligible to apply for a 2nd round of PPP loans.  Miscellaneous expenses need to be properly allocated.  Tree trimming will be allocated to buildings and grounds. That line item will exceed its budget for the current fiscal year.  Facilities maintenance has primarily been completed by one person. The Board agreed to hire a lawn mower in the spring. The church will give a gift certificate in appreciation of the work done by the maintenance volunteer. |
| 7:30 | Ministerial Review  - any final questions to Rev. K.  - set date for extra Jan. meeting | Ray  Kristen | Board meeting to review ministerial evaluation scheduled for January 6, 2021 at 7 PM.  All drafts will be completed by December 29. |
| 7:40 | Congregational Meeting debrief | Ray  All | Meeting went well. HCT did a good job receiving and recording feedback for the new covenant. There were 63 zoom connections, and an estimated 75 attendees. Mayda agreed to send thank you cards to each HCT member to acknowledge their work in creating the new covenant. |
| 7:55 | Nominating Committee |  | There had been previous discussions about the nominating team becoming a leadership development team. Currently, the Nominating Committee looks for board members and nominating committee members. In terms of a Leadership team, how do people become leaders? Would it be appropriate to task the Nominating Team to seek members to serve as operation leads? What is the pathway from visitor to member to volunteer to leadership role? Currently there is no written pathway. How can the Operation Lead positions be filled without the assistance of the Nominating Team? As we move to policy governance, we need to consider how to fill the lead positions beyond the board.  First step will involve meeting with the Nominating Team to discuss the possible evolution of the Committee. |
| 8:00 | Pandemic Task Force | Anjali | The Board voted to approve the policies proposed by the Pandemic Task Force. The operations leads and staff will determine how to implement the policies. Ray will contact the renters, Sharon Crow will post the policies in the buildings, and Melinda will post on the website. Each building user will be responsible for set up and arranging furniture. Staff and ops will figure out cleaning supplies. Attendance sheets (either physical or digital) should be turned over to the office administrator. Task force will continue to meet as needed. |
| 8:25 | Safety Team | Karin | Safety team has prepared a list and assigned point values for various events (earthquake, windstorm, etc.) This follows the FEMA guidelines. What is the goal for each event, and what is the specific task for each goal? Team will review the goals and tasks when they next meet. The team is looking to recruit more SUUC members. Synagogue has multiple members on the team. Who will take on purchasing and installing lighting? The Safety Team is working on preparing a comprehensive long-term plan and a list of immediate needs. Karin will send lighting specifics to Kristin, who will look into obtaining bids. Some lighting may be combined into a contract with a security company.  Are improvements within the capital expenditure budget? |
| 8:45 | Reflection on process  Closing words/ Extinguish Chalice  Next meeting | Ray  Kristen | After it was noted that the board had not discussed the board covenant, the board reflected on how well we are adhering to the covenant. It is difficult to foster a culture of joy during covid, but otherwise, the board is doing well. The next agenda should include a review of the board covenant.  Special meeting: TBD early Jan.  (See Ministerial Review, above)  Regular meeting: Jan. 27, 2021 |

Action Items:

1. Additional members from SUUC for the Safety Team

2. Ray will contact other congregations

3. Anjali will communicate with the pandemic task force.

4. Karin will send lighting information to Rev. Kristin.

5. Mayda will send thank you cards to the HCT members.

6. Kristin will have Melinda post covid policies on the web site.

7. Kristin will purchase gift certificate for Jim Carey.

8. Gaye will contact Carol Mohler regarding Chalice Lighters

9. Ray will contact the Nominating Team

10. Lauren will put evaluation drafts in a google document. Final document will be ready by December 29th.

**Board Covenant**

As the Board of Directors of Saltwater Unitarian Universalist Church, we covenant to:

1.       Share ownership of the work.

2.       Ask for help if/when needed.

3.       Listen to understand.

4.       Be prompt, prepared, and present.

5.       Practice self-awareness, direct communication, and maintenance of healthy boundaries.

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