

Minutes of Meeting July 14, 2020.

Present: Brian Krippner (2021), Cathy Converse (2021) Ken Denson (2021), Jordi Prats (2021), Paula Fulks (2022) Steve Harvey (2022); Toni Saunders (2023) Barbara Gadon

Absent: None

Guests: None

Meeting started 636pm.

Chalice lighting and opening reading by Brian. Followed by check-ins. No visitor comments.

Discussed appointment of officers, especially given the recent vacancy in the chair elect position. After brief discussion, Steve Harvey was appointed acting secretary by group consent. Chair elect and secretary will be decided upon at the August Board meeting.

Ombudsman report from Cathy: everything has been posted.
Timekeeper is Jordi, process observer is Cathy.

Consent agenda:

- 4.6.1 moved out of consent agenda.
- 2.4 moved out of consent agenda also.
- Typo found in minutes page one: UUCEF is the correct abbreviation. Steve fixed that in the document. With that small correction, the draft minutes were approved.
- The remainder of the consent agenda was accepted.

712pm -- Treasurer's report:

First item of discussion is that May 2020 total expenses were suspiciously low. 4457.87. This was partly because there were less building expenses, but also because money from the PPP loan was treated as an expense reduction instead of as income. Cathy wondered why it was recorded that way, and wondered how that would (eg) confound the year to year comparisons. Brian pointed out some more reasons why we should not count this as an income reduction. **Brian and Ken will discuss this further and decide what to do.**

Board discussed the PPP loan and loan forgiveness. Jordi wondered if we met criteria for loan forgiveness. Ken found an email from Camille regarding the changes in the PPP loan rules. Barbara said that the rules keep changing, but they have gotten some clarity on the issue. We believe that Camille knows what to do, but **Ken will look into it and try to get that confirmed.** [discussed in incidental report also]

Policy monitoring -- Jordi showed us a spreadsheet of the policy monitoring reporting schedule. Links will be embedded for each report. Green denotes compliance. Also, Jordi is hoping for more consistency in format. Jordi asked where the approved documents go.

What is the folder structure? Steve pointed out that we don't yet know if moving folders will make the embedded links break. This is especially important since we're contemplating doing a lot of moving folders around. **Jordi will check that.**

Retreat -- Steve briefly reported information regarding upcoming retreat. While going over the schedule, Toni volunteered to do Vespers **(with help from Steve and Cathy)** and Jordi will do the Saturday opening.

Cathy added some more information, and also pointed out that we're going to distribute some information about this Saturday's activity. Saturday activity is sort of a precursor for the policy governance topic during the retreat.

Toni wondered when she is officially on the Board. Answer: already official. There is no hazing or swearing in or anything like that.

Discussed actions from prior meeting per 6-2020 meeting minutes. Actions have been completed.

4.6.1a interpretation. Ken and Barbara discussed whose task that was. They will confer. Barbara is working on this. Discussed.

(7:55pm)

Discussed 2.4 interpretation. Paula called our attention to the wording that the Board Chair can make decisions "on behalf of the Board." Much discussion regarding how this might play out in real-world situations. Discussed the limitations of the power of the Board Chair, and also the potential role of the Chair in extenuating circumstances. And, the relationship between Board and Lead Minister. Considered possible different wording of the interpretation. After some discussion, decided **Brian and Paula would check with Steve Mennerick, who we think was the author of the original interpretation.**

Incidental report from Barbara Gadon:

More updates re PPP loan. Camille is in communication with bankers. But the rules keep changing, and they're unclear. Barbara pointed out that Brian might have some insight into this. Paula pointed out that the changes that included extending the length of time we're committed to keeping the employees might not be legal.

Might increase size of Camille's office. Personal property restoration. We've gotten two checks for restoration. 27k check for Camille's office.

Moving along on demolition of 222. Reinspection occurred in late June. We anticipate

getting a demolition permit soon. Demolition will require a week. We'll have some money left over after demo.

Ingathering Sunday is approaching. Other places are doing creative things such as drive-throughs. Barbara wants to do something fun, such as driving through to get hotdogs (or... something.) Might need to change plans due to Camille's vac and other factors.

Camille's hasn't had a vacation in more than a year. Will not have a draft budget at the September meeting, as originally hoped. **Brian is going to talk separately about that with Barbara.** At August meeting, we're going to hear what we're going to do about our budget.

(end of incidental report)

Brian pointed out that the congregational survey is coming up, and should be on our radar.

Steve Mennerick is an expert on policy governance. He is going to give us a 2.5 hr refresher course Saturday.

Assignments for next meeting include --

Cathy will fill in for Nancy for policy monitoring: unity of voice along with Toni.

Actions for August meeting will include look at full year's finances. And, follow-up from both workshops.

Process & Transparency Report re Cathy -- all good.

Two short items at the end of the meeting: 1. Jordi stated that he will insert the links instead of the secretary (Steve) for the spreadsheet for policy monitoring, because (among other things) the secretary might be temporary. 2. Jordi asked about Facebook post on an Eliot-related page that had been taken down. It turns out that it was a post from a congregant that advocated for a particular political candidate. We can advocate for causes, but not for candidates, so that is why the post was promptly taken down.

Adjourned

these minutes by Steve Harvey, acting secretary.

Minutes approved at August 2020 Board meeting.