

UUFC Board of Trustees Minutes March 28, 2021

Rev Christina Branum-Martin: Chalice Lighting, Opening Words

Check-in, Members Present: Holley Ulbrich, Dave Sanders, Derek Wilmott, Michael Elder, Suzy Marcus, Martha Alexander and Rev. Christina Branum-Martin

Guest: Elizabeth Branstead:

Elizabeth asked if we can receive donations via Amazon for purchases?

Answer: There was a problem earlier in signing up. Perhaps Petra Baer could explain.

Rev. Christina, Minister's Report:

Working with CAPER; Invited to join Anderson Forum for Progressive Theology; Many people are watching the recorded on line Sunday services via YouTube. (2/28/21. 210 watched. 3/28/21, 210 watched)

Youth invited to decorate Rev. Christina's car. It was the first time she had been able to see the children in person. Rev. Christina is spending time planning ahead. Rev. Christina shared the Interim minister's report to the UUA with the board in March 2021. Rev. Christina provided the UUA Transitions Office form for Interim ministry appraisal. Appraisals are due after six months and after twelve months. Holley has provided a draft of the corresponding interim report to the UUA from the Board and invited members to make suggested changes on the GogleDocs form.

Michael moved, Dave seconded, approval of February BOT minutes Approved at 12:17 pm.

Michael, CFO, Monthly Financial Report to the Board of Trustees, 3/28/21:

February & Preliminary March Financial Results

The first two months of the year were heavy on income and light on staff Expenses. In March income fell below expense and that trend will likely continue through the rest of the year. This was to be expected because our budget was built around the infusion of funds from the federal PPP program. It remains of strategic importance for 2022 and beyond that we increase revenue while controlling expenses.

Online Contribution Processing System

The Finance Council approved the recommendation to move our online processing contributions from PayPal to VANCO. Through the Weekly Connection and Sunday worship service announcements we have been letting the congregation know of the change that will take place on April 1st. Becky has contacted our members who have automatic reoccurring

payments of the need to discontinue those with PayPal. There are several advantages of going with VANCO. Most importantly, the system seamlessly interfaces with our accounting software (Power Church) and will save significant time on the bookkeeping side. Also, the system offers donors the option to cover the fees if they choose to make multiple contributions in the same transaction.

Fund Raising

The Finance Council will be making a decision next week about the timing of auctioning a week stay this fall at the Kohl's home on Pawley's Island. The second vacation home auction will be later in the year if the Canadian border opens up.

We need strategies to improve finances. Government funds were a big help. The Founders' House porch project is proving more expensive than what was originally projected. There are increased financial needs to meet city building codes for a commercial building.

Personnel Recommendation

The Personnel Chair and the minister are developing revised employment agreements for staff. The focus is to update and provide consistent language and terminology which will ultimately be included in a future Personnel Policy revision. As part of this process, there is the need to modify the approach to providing paid leave for part-time staff. The Personnel Committee hopes to have a recommendation to put forth at the next board meeting.

Reports from President, Past President and President-Elect

President Holley: Discussed Worship Workshop and Length of Interim

Past President Dave: The Planned Giving Committee members are Dave And Liz Purcell. A replacement must be found to replace Susan Clay who

resigned. There has been collaboration with the Greenville UU congregation about the Endowment structure. "Endowment funds will be transferred from Schwab to UUA Endowment by year end 2021"

Porch Project: Cost overruns of more than \$10,000 because of city code issues will be addressed at the next Financial Council.

Special Order: Personnel Committee: Elizabeth Branstead, President Elect Derek Wilmott and Minister Rev. Christina Branum-Martin. Discussed location of Personnel in organizational structure and number of members. Concluded that it reports through Finance Council and the three members (minister President-Elect and chair) is sufficient. Bylaws recommendation will reflect

this decision.

Old Business:

UUA Financial Support is a continuing item for Finance Council.

Interim Extension: Dave made a motion and Derek seconded to extend the Interim minister for a third year. The motion was approved by 100% of the board members.

Bylaws Revisions:

The Personnel Committee members shall be the Chair, President Elect and the Minister.

Planned Giving committee members shall be Past President and two elected members and CFO as ex-officio.

Six Month Interim Report presented for approval at the April board meeting.

Dave made a motion and Michael seconded to hire Amy Dark for a position as an assistant in communications, Approved. She would work five hours a week at \$13.00 an hour.

Paid Leave for Staff: Elizabeth and Michael: There was much discussion about this issue. UUA recommends two weeks for an employee of two years and three weeks for a longer serving employee. Becky has been with us for five years. Suggestions included having Becky and Karen document hours worked and negotiating with Becky. We are still working with how to put this on paper. We must also consider government regulations. Rev. Christina said we must make sure not to take away anything that has already been in place for employees.

Reports and New Business from Councils:

Suzy, Council of Committees: A lengthy meeting about streaming was held. Streaming is possible and we are awaiting sound board adjustments.

Can't move re-entry phases until April, two weeks after spring break. We are now in Phase One. Holley asked, "May I go to the UUFC library?" The answer was yes, and coordinate with Becky.

Other New Business:

Appointments to Safety Team was discussed.

Second Quarter Congregational Meeting scheduled for June 13, 2021.

Topics for Congregational Meeting: 1. Vote on Bylaws changes.

2. Elect one member for Planned Giving.

Revised dates for April and May board meetings: April 17th , May 30th.

Martha made a motion to adjourn. Dave seconded. Approved at 1:25 pm.

Respectively Submitted,

Martha Alexander

Dave made a motion and Michael seconded for approval of minutes.

Approved 4/18/21, 12:13 pm