

**UNITARIAN UNIVERSALIST CONGREGATION AT MONTCLAIR
BOARD OF TRUSTEES**

Meeting Minutes

January 2022 – 7:00 p.m. via Zoom Online Meeting and in Person

Meeting Date	January 18, 2022
Attendees	President Michael Hetrick, Past President Peter Arian (leading meeting because of Michael's not feeling well), President Elect Shannon Gattens, Treasurer Chris Corbett, Secretary Wayne Eastman, Trustees Lauren Carlton, Francesca Elms, Ramona Hilgenkamp, David Jones, Nick Lewis, Giancarlo Ponticello (A quorum was present.)
Staff and Guests	Reverend Anya Sammler-Michael, Doug Andrews (NLDC)

Follow-up			
#	Action Item	Who	By When
1	Work with staff to ensure publication of Annual Report	Wayne, Michael, Shannon	
2	Convene group to work out format for spring fundraiser and solicit people to lead it	Chris, Nick, Francesca	
3	Board to support Pledge Committee by sending out follow-up communication	Michael	

Meeting Notes

Laying on of Zoom Hands for Michael	Rev. Anya	7:05
Call to Order and Welcome	Peter	7:05
Check-In	David—Dr. King speech—"Keep on Moving!"	7:06
Chalice Lighting and Reading	Intentions for 2022	7:09
Public Forum—Sarah—do we usually record? Peter—yes.		

Consent Agenda	Peter	7:24
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- Rev. Scott—no report for Jan because of his sabbatical. Other items passed—7:25.

Reopening Update	Peter	7:25-7:27
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- Peter—decision to go virtual again—explanation. Meeting tomorrow—probably we remain virtual at least for this weekend. Declining Covid numbers—good.

Spring Fundraiser

Chris/Nick

7:27-7:31

- Chris—getting a committee together to organize the event—Nick, Peter, possibly Francesca. Nick—we’re reinventing, since this is not the same as the auction—we need to get on this.

NLDC update—leadership candidates

Doug

7:31-7:42

- Doug (last year), Roz (last year), Dana Moore, Laura Anthony, Jill Wodnick, Matt Silverman—NLDC members. Outreach to prospective new bd members and new President Elect has begun. New President Elect has accepted—good news. Difficulties so far with Treasurer—five Nos so far. Two additional people being asked. Treasurer position is authorized in the bylaws—Chris has agreed to that role. Peter—would asking people to sign up for 2 yrs. instead of 3 yrs. help? Doug—Thx for that idea. Chris—Treasurer can serve less than 3 yrs. per bylaws, just not more. Search for three new board members—we’re hoping to get the slate by the February board meeting. Chris—we might reduce the size of the Board. Doug—wouldn’t that have to be done going forward? Peter—we could recruit people in the alternative, telling them we may not need them to serve if Bd size is reduced. Michael—we should consider Treasurer succession when we look at the bylaws. Doug—Leadership Support Council—first event is 1/27—would be great if you can attend next Thursday night.

Treasurer’s Report and other financial issues

Chris

7:35-8:27

- Chris—We had a dynamite December. Excellent on pledges—better than last year or the year before. Our biggest tenant prepaid 27K in rent. I’m sure we’re going to achieve our budget in facilities. We’re ahead of last year for the first time. Fundraising—hoping for an auction-like event for 20K+. Expenses—we’re not doing badly but some items, such as technology, are very high. High on facilities spend—issues with control there. 403K income, 374 spending so far this year. Last year there was no income coming in for the spring. This year rentals plus a festival/auction should help. Gian—employee costs under budget? Chris—we’re on target there—halfway through the year, 52% has been spent. None of the CARES Act 31K saved from last year has been applied this year as of now.
- 41K capital expenditure on new furnace—does not show up in the annual budget because the spend came from savings. We need to replenish the capital fund, which now has only \$1700.
- Endowment continues to be strong.
- Expected 235K from two estates—could help with new roof, etc.
- We can take up to 1/3 of the capital gains from the Endowment. Over 100K in capital gains last year from good market performance. Investment Cmte recommended that 37K be withdrawn for current needs. In 2012, we were lucky to bring in 12K from the Endowment.

Ramona—income paid quarterly, capital gains are annual. Peter—timing? Chris and Ramona—we’re following the practices of universities, etc. Francesca—do we have to repay Cares Act \$? Peter, etc.—that’s forgiven. Terry Last gift--much appreciated.

- Chris—Pledge drive. Lauren involved. Late start—good team—goal of 525K, 8% up from last year’s 487K. Thank you party for leadership. Lauren—draft pledge card put in Trello. Does the Bd want to send this letter as a warmup to the congregation? Discussion—agreement on the idea that the pledge cmte send out the draft, with the bd then sending a reinforcing communication. Lauren and Chris. Kickoff in mid-Feb.—Bd pledges should be given by 2/12 if possible. Shannon—party for leadership and big donors—exclusivity issue? Chris—we’re inviting around 100 people, so it’s not especially exclusive. Shannon—lower \$ giver might be giving a higher % of income. Wayne—people could voluntarily identify as contributing more than a certain % of their income—tithing circle. Lauren, Ramona, Nick—concerns over disclosure of income, privacy. Wil—doesn’t favor special recognition for higher giving. Peter—lots of different sides to this story...we’ve addressed this in years before...to be continued...not going to be resolved by us tonight.

Action Item Review

Wayne

- See the boxes at the beginning of this agenda-- skipped live because of Zoom feedback problems

Process Observations skipped because of Zoom feedback problems

Closing/Adjournment

Peter

8:29