



Accotink Unitarian Universalist Church

10125 Lakehaven Court

Burke, VA 22015

703-503-4579

AUUC Board of Directors Monthly Meeting May 7, 2025

Attendees: John Hall, Dale Howell, Ed Kringer, Jessica Larsen, Rev. William Levwood, Julie Schuck, Tim Schwartz-Watjen, Al Stolpe

Absent: None

Guests: Kate M., Kate H.

Chalice Lighting/Opening Words offered by Julie

Check-ins

Member Time:

- Kate M. and Kate H. attended on behalf of TAC to discuss concerns about the beautification plans. TAC wants to be sure the Progress flag, the framed explanation of the Progress flag, and the framed Welcoming Congregation certificate will always be displayed in the gallery or sanctuary. Ed says they will stay on display, though their precise location might change. Ed will put the beautification plan in writing to eliminate uncertainties and the Board reaffirmed our commitment to being a Welcoming Congregation and displaying the materials.

Board Thank Yous

- Pledge - Olivia (Ed will write)

Regular Reports

- Minutes from April Meeting
- Minister's Reports for April
 - February and March were focused on offering additional pastoral support and meeting the emotional needs of the congregation during Sunday services, as well as supporting Pledge
 - Pastoral care needs continue; in addition much time in April has been spent taking stock of the past year and planning for the year ahead
- Financial Report
 - We are projecting to spend about \$5000 less than we budgeted for the year
 - Budget does not yet reflect the \$2000 in attorney fees for the cell tower because we won't pay that until the deal is concluded

- We will probably only need \$1000 from the one-time improvements fund - the rest of the beautification expenses have been paid from the Building and Grounds budget
- Building & Grounds Report
 - Timing of insurance change - we are covered by GuideOne until August under current plan
 - Erie - will not provide Sexual Misconduct Liability coverage; buying it as a stand-alone would be very expensive
 - Other insurance options - Dale is working with an insurance broker who is providing some options

Discussion Items

- Pledge Update and Retreat Agenda
 - 88 pledges; \$313,000 (short of our goal, but more than we have ever raised before)
 - We should make sure we talk about pledge as part of new member orientation; perhaps share our giving guide - not to pressure new members, but to let them know the importance of pledging
- Annual Meeting Plans
 - Jessica will prepare meeting materials for May 22 issue of *This Week* (cover letter, proxy form, outreach nominations, agenda)
 - Dale will talk about easement deal
 - Jessica will follow - highlighting work of FAST Force, establishment of Finance Committee as part of our commitment to long-term financial security, recommendation on cell tower fund investments
 - Dale will then do financial/budget report (talk about work we've done to save money, as well as new sources of income)
 - Julie will email Jim about Endowment report
 - Julie will obtain membership list; Jessica, Al, John can all help with meeting check-in
- Cell Tower Negotiation
 - Marked up agreement has gone to company. May need to have a quick-turn vote when they respond to us.
 - Non-Disturbance Agreement Decision (i.e., mortgage payoff)
 - DECISION: Board voted unanimously to pay off the mortgage with the proceeds from the cell tower easement, allowing us to avoid the fees for a NDA and save money on mortgage interest
- Next Ministerial Assessment task force - Ed K. will reach out to make requests
- July 2 meeting
 - Board will not meet on July 2. Julie will send a poll to find an alternative date. At least one BOD member is unavailable on Wed., July 9.
- Beautification plan for the gallery has previously been approved. Need to continue to ensure everyone is heard. (The Board previously discussed trying new things, and adjusting if needed.)
- Timing of Targeted Giving Campaign

Process Wrangler Report

All Board members, please review and update action items before the May 17 retreat.

Next Meeting:

- Reader: TBD
- Process Wrangler: AI
- Anticipated absences: None
- Next Month's Calendar Items:
 - Note: Annual meeting agenda must be sent to congregation no later than May 24 for a June 8 meeting
 - Annual congregational meeting takes place; Board President presents annual goals; Board Secretary (this year Board VP) submits Annual Report
 - Budget proposal presented to congregation; then Board approves final budget
 - Make pledge to UUA Annual Program Fund (aka Fair Share)
 - Board receives semi-annual report from Endowments and Bequest Committee
 - Board approves pay & work hour changes for staff for upcoming church year
 - Board provides feedback on draft Ministerial Assessment narrative and numerical ratings (Final).

Meeting Adjourned at: 9:28 pm

 AUUC Board Decision Tracker

Completed Actions

Action	Completion Date	Board Lead	Comments/Dependencies
COMPLETED			
Clean up comments to finalize ICE Policy Draft.	April 2025	Jessica	COMPLETED
Thank you to Luis Z. for coordinating potlucks	ASAP	Dale	COMPLETED
Reach out to Ministerial Assessment TF for recommendations on next year's TF members	April	Julie	COMPLETED - Board identified people to approach as TF members at May BOD meeting