

UUCG Board Minutes

March 15, 2022

ACTION ITEMS SUMMARY		
WHO	WHAT	BY WHEN
Rev. Jan	Look into changing codes. When did we last change security code and lockbox code? When should we change which?	Next Board meeting
Safety team	Develop and conduct safety training	June 30, 2022
Green team	Get quotes for gutter and roof repair	Next Board meeting
Rev. Jan	Recruit for vacancies	In a timely way
Lorena	Communicate that we want an application paragraph from ppl who are interested in being delegates, due 4/12. Board will choose 3 delegates at April meeting.	ASAP
Lorena, Rev. Jan	Obtain debit card for MDF	ASAP
All	Read security procedures on Google Docs	Soon
Thomas, Gary	Complete Financial Handbook	June 30, 2022

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Date: March 15, 2022	Time: 7-9p
Board Member	Present? (Quorum = 5)
Lorena Griffin, President	Y
Ed Miller, Vice President	Y
Maryjane Stout, Secretary	Y
Thomas Yun, Treasurer	Y
Gary Kiel, Treasurer-elect	Y
Erika Shell Castro, Member at Large	Y
Lydia Patrick, Member at Large	Y
Katrina Yurko, Member at large	Y
Rev. Jan Taddeo, Minister	Y
Guests: David Morgen, Rob Kohl, Michael McEvoy	

Called to Order at (time):	7:05 p.m.
Consent Agenda (Minister's Report, Financial Report, previous meeting minutes, next bd mtg date) approved?	Yes

DISCUSSION ITEMS

1. **Security guidelines and training - Rob Kohl, Michael McEvoy**
 - They've attended security training from a Jewish group. A few notes:
 - Run/Hide/Fight; do not freeze
 - Difference between playing dead and hiding between rows of chairs
 - We are a weapons-free facility
 - Bomb threat
 - Time to revisit our own security procedures. See draft in Google docs.
 - Training needed for greeters, beacons, congregational members, attendees. Will develop by June 30.
 - Need new recruits for the parking lot team.
2. **Fixing the gutters and roof leaks**
 - Green Team to obtain estimates for repairs.
3. **Hiring new Facilities Caretaker and Pianist**
 - Jan will recruit within budget.
4. **General Assembly 2022**
 - Need 3 delegates
 - Lorena to request "why I want to be a GA delegate," due 4/12, to serve as applications.
5. **Mosaic Minds Art Academy**
 - possible renter for June, July for summer camp for teens art school (7 weeks, all day)
 - Probably Treehouse, Playhouse, Turning Sun's office. June 6-July 29
 - Probably use some tables, chairs, kitchen

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- We will ask for \$2000/mo.
- 6. Treasurer's Annual Report and Treasurer's Handbook**
- Treasurer to remove text from financial report, to provide text on his initiatives for the program year annual report
 - Obtain debit card for MDF
 - Petty cash disbursements sometimes made from MDF
 - Handbook to be completed this program year. Come up with another name, because it should cover all financial procedures; it's more than an outline of the treasurer's role. Financial Handbook?
- 7. Upcoming Meetings**
- Town Hall **3/27** – small group discussion led by Barbara and Bob
 - Town Hall **4/24** – open question #3, present slates, present bylaws changes, GA topic straw polls
 - Cong. Meeting **5/22** – vote on slates and bylaws changes
- 8. COVID review, including rental requirements**
- Add our practice rules to rental contracts
 - Raise attendance signup max from 25 to 45
 - Hold further discussions as to when we might add chairs or open further

ACTION ITEMS

1. Adoption of updated Bylaws

- Approved. Will submit to congregation at 4/24 Town Hall

TOPICS DEFERRED TO/SCHEDULED FOR NEXT MEETING
COVID: Hold further discussions as to when we might add chairs or open further
Select GA delegates
Update reports on this month's agenda items

Adjourned at (time):	9:05 p.m.
Next Meeting:	April 19, 2022, IN PERSON and VIA ZOOM

Respectfully submitted,
Maryjane S. Stout
Secretary