

NATURE COAST UNITARIAN UNIVERSALISTS, INC.  
BOARD OF DIRECTORS MEETING  
**MINUTES**  
March 9, 2020

Call to Order at 10:30 am and Lighting the Chalice

**Board members present:** Rob DeRemer (president); Connie Hart (vice president); Jean McCauley (clerk); Tom Hibbard (director); Bree Hill (director); Shirley Leonard (director); Linda Myers (director); Pam Ricker (director); Sheila Woods (director) **Guests present:** Sandy Sondheim, Dave Koveleski, Matthew Ciszewski

**I. Additions to the Agenda** see below under New Business

**II. Approval of Minutes** from 02/10/20 meeting

Minutes reviewed with three changes: John Comer was not "absent" as he is not required to attend monthly meetings. Dave's last name is spelled "Koveleski". Under Item 4) C Jean McCauley is not up for election as Clerk as she was appointed to fill a vacancy. Position of Clerk is up for election in odd-numbered years. Rob DeRemer is not up for election as the Treasurer is appointed by the Board. **Motion** by Pam Ricker to approve Minutes of 02/10/20 with above changes, second by Connie Hart. Approved unanimously.

**III. Treasurer's Report**

Rob DeRemer presented last month's Budget Variance Report (copy attached). For current FY year 19-20 we have received \$24,954 in pledges. Outstanding pledges amount to \$27,225. Rob shared this may be due to the fact that the building and land mortgages have been paid off so people are not fulfilling their 19-20 pledges. For FY 20-21 we have \$42,964 in pledges with one person still outstanding in terms of returning a pledge. Projected budgeted expenses for 20-21 total \$33, 049.

**IV. President's Report** (Rob DeRemer)

Rob has the Annual Meeting April 5 and one more Board meeting April 13 as president.

**V. Committee's Reports**

Finance Committee: Budget for 20-21 is on track. A pizza party is scheduled for Saturday 3/14/20 at 12:00 noon to thank those who have pledged for FY 202-21.

No other committee reports submitted.

**VI. Unfinished Business**

A. CD rates at Brannan Bank and payments to NCUU credit card (Rob DeRemer)

CD rates: Rob still needs to go to Brannon Bank to see if they will match CD rates from Suncoast Credit Union. He plans to go back to Suncoast and get current rates and then go to Brannon the same day. A comment was made that the CDs do not need to be in the same bank that we have a checking account. The Board has determined in the past not to use an online bank even though those rates are higher.

NCUU credit card: Rob will provide Dave Koveleski the purchasing agent with a debit card for making purchases for NCUU that come directly from the checking account. As the new Treasurer Rob will work with Dave to be sure bills get paid on time. Dave Koveleski will contact Suntrust Bank to cancel the current NCUU credit card. Several comments were made that using a debit card linked directly to the NCUU checking account for online purchase is risky.

B. Recording Sunday sermons (Tom Hibberd)

Tom suggested audio recording Sunday services. A suggestion was made to video record Sunday services and upload to YouTube. A comment was made to refer this request to the Sunday Service Committee. Pam Ricker as committee chair agreed to add this to the next meeting agenda. A comment was also made to refer any technology

needs identified by the Sunday Service Committee to the Long Range Planning Committee. A comment was also made that any needs could be addressed at the quarterly Council of Committee meeting.

C. Updates to outdoor wooden sign (Connie Hart)

Sign has been cleaned, sanded and refinished. "NCUU.ORG" and "Welcoming Congregation" have been added. Connie gave the final check to Darral Maffet (\$340). He received a \$100 deposit already. She will take a photo of him with the sign for the Newsletter and put out a thank you card from the congregation.

D. Mortgage Burning Ceremony (Rob DeRemer)

A symbolic "Mortgage Burning Ceremony" will be held immediately after the Annual Congregational Meeting on 04/05/20. There will be no potluck that day.

E. Congregational Covenant and framing of new Vision and Mission (Jean McCauley)

The NCUU Mission and Vision have been revised based on open meetings conducted by Bob Madeiros and approved by the Board. The Congregational Covenant has not been changed. Jean McCauley will type out the new Mission and Vision in an attractive font to be placed in the current frames in the foyer. A suggestion was made to add all three to the NCUU website. Jean McCauley will email Amy Haiken to add Mission, Vision and Congregational Covenant to Home Page, not just the Member's Page.

F. Shade sails for patio (Connie Hart)

Bob Madeiros has sent possible designs for shade sails to Connie Hart. Copies were circulated for review. Connie will review possible designs and make further recommendations at the next Board meeting.

## VII. New Business

A. Annual UUA Certification Informational Item (Connie Hart)

Connie has received from John Comer two notices from the UUA to present to the Board: one notice was for what we paid last year in fees to UUA and the other is for what we owe this year. Current FY 19-20 is for \$2,378. Last year's fee was \$2,642. Budgeted amount for FY 19-20 for UUA District/National is \$2,642. Since this year's fee is actually less than projected due to a decreased budget as our operating costs are less the full amount should be paid. No motion was made as this is a budgeted item presented as in informational item.

B. Precautions at NCUU for COVID – 19

Much discussion ensued about possible actions to be taken by the NCUU Board in regards to the COVID – 19 virus. General recommendations are for all members to make personal decisions about what to do to follow the CDC precautions. NCUU does not currently have technology in place for streaming Sunday services and it is not anticipated that this technology can be implemented in the immediate future.

Members of the Social Activities Committee present agreed to implement the following Plan of Action:

1. All food will be served by kitchen staff wearing gloves. This applies to pizza lunch on 3/14/20 and corned beef and cabbage lunch on 3/15/20 and all future food activities. Masks are available if indicated.
2. Clorox Cleaner has been used and will be used weekly to disinfect commonly touched surfaces.
3. Hand sanitizer is provided at food tables and the kitchen bar area.

Bree Hill shared number of attendees at Sunday services this time of year with typical attendance at approximately 40-44. Concerning future meetings at NUCC the Board agreed to the following Plan of Action: **Motion** by Jean McCauley: If less than 24 people show up for a Sunday Service the next week's service will be cancelled. Second by Pam Ricker; Passed unanimously

The Executive Committee (president, vice president and clerk) will meet the following Monday by phone or personal contact to determine if there will be a Sunday service the following week. Input will be solicited by phone from all Board members before a decision is made.

C. Procedure for Annual Meeting (Jean McCauley)

1. Add to Agenda the topic "Discussion of Rainbow Banner"
2. The Notice of Meeting will include information about how to request an Absentee Ballot for those who do not wish to attend in person.
3. Should the COVID – 19 virus recommendations by the CDC change drastically before the Annual Meeting the Executive Committee with phone input from Board members may consider cancelling the on-site Annual Meeting and sending all members an Absentee Ballot.

D. Need for a procedure for advertising and news releases (Dave Koveleski)

Dave reiterated his concerns about members of NCUU creating publicity announcements without prior approval. NCUU does not currently have anyone serving on the Membership/Publicity Subcommittee. Some discussion occurred. The consensus was that the more publicity for NCUU the better and that a restrictive procedure may limit the exposure of NCUU in the community. Board determined that a Board request for a specific procedure as developed by the Membership Committee/Publicity Subcommittee to address procedures for publicity is not indicated at this time. Dave still has the option of following appropriate channels by presenting a request to the Membership Committee for review.

E. Fire Drill (Pam Ricker)

NCUU has not had a fire drill in five years. After some discussion it was decided that a fire drill will be held on Sunday 3/22/20 prior to the service. Pam Ricker is the Service Leader and will talk to Bree Hill about appropriate wording for the announcement. Comments were made that Long Range Planning needs to include more emergency exits via additional doors and windows that can be opened and that we should have a fire drill twice a year.

F. Request to order Singing the Journey Hymnals (Rob DeRemer)

Rob related Sally Smith-Adams request to order 30 copies of Singing the Journey hymnal at \$20 each with a 20% discount which comes to \$480 with \$80 to ship. Since the Music Committee has \$700 in their budget which appears to be unspent no further Board action was deemed necessary.

G. Caring Committee Referral (Sandy Sondheim)

Sandy shared the names of NCUU members he had called concerning pledges for 20-21. One person on the list related serious family issues. Sandy could not recall which person that was. He requested that the Caring Committee call all the people on his list for follow-up. Pam Ricker took the list and agreed to share it with Connie Hart on the Caring Committee.

Adjourned at 12:43 pm