**NATURE COAST UNITARIAN UNIVERSALISTS, INC.**

**BOARD OF DIRECTORS MEETING**

MINUTES

Feb. 8, 2021

**Attendees:**

**In Person:** Bree

**Zoom:** John, Connie, Pam, Don, Amy, Tom, Shirley, Margo

**Visitors Via Zoom:** Gordon,Rob, Abbie, Jean McCauley, Jeanne Wright

**I. NCUU Covenant.** John read the covenant. All agreed to abide by it.

**II. Emergency Items.** Pam said it’s not exactly an emergency, but she wanted everyone
to be aware that the speaker for the March 7 service has asked that the service be moved up to10 a.m. because the speaker has to preside at her own church at 11 a.m.

 Amy said that later in the meeting she would be introducing the plaque that she and Mike have created.

**III. Approval of the Minutes of Dec. 14, 2020.** The board unanimously approved the minutes, with Shirley abstaining. She said she hadn’t had a chance to read them.

**IV.**  **Treasurer's Report.** Rob said as of Feb. 1, the checking account has $12,347.18. The savings account has $220,328.65. When discussing the BVR, Amy said she had asked in the December board meeting that the line item for Media/Audio be changed to say “Media and Technology Committee.”

Rob said the only thing of note is that under “Membership Pledges,” the amount of pledges increased in January. The pledge amount previously had been falling off. He did receive one big check.

 Shirley moved to accept the treasurer’s report and Margo seconded. The report passed
unanimously.

 Connie asked about a $500 donation listed on the Profit and Loss statement. Rob said it was from the Pedersen Foundation and that he had sent them a thank you note.

V. **President's Report** – John said Jean McCauley has agreed to be the treasurer and the
 board will take up the matter later in the meeting. He said he would ask people to vote
 on items by raising their hands.

John said the UUA is trying to figure out how to respond to holding in-person services,

considering that new strains of COVID are developing. NCUU’s plan for its first in-
 person service in May still is tentative. He said we’ll have to play it by ear whether the
 church opens or not. He has been monitoring what UUA and the Southern Region are
 suggesting, and so far, they haven’t made recommendations on when to open. He asked

the Media and Technology Committee to be ready to offer Zoom sessions or hybrid sessions in May.

Amy said she recommended following what UUA suggests. She also said if we start
doing hybrid services, she would recommend that only people who have had both

COVID shots and who are two weeks past the second shot be allowed to attend. She
said even though a person has had the two vaccines, it doesn’t mean the person can’t transmit it to someone else.

She said she doesn’t feel the April annual meeting should be even a hybrid. Instead, it might be best if the annual meeting was totally online. Gordon said if the meeting is a
hybrid, only people with two shots and who are two weeks out from the last shot, as well as people who have had COVID, should be allowed to attend because they would have some immunity. These people, nevertheless, could spread the virus to others. Those who have not had their shots should not be allowed to attend, he said.

He said the church has the technical ability to do a hybrid service. He will be picking up a laptop, cameras, and other equipment that will help with online services.

Amy said she isn’t sure if someone who has had COVID should be allowed to attend because it’s not clear how long that person would have immunity. Gordon recommended that NCUU follow CDC guidelines.

Amy said we will have to do the annual meeting in April on Zoom and thus, we need to figure out how to do the voting. Right now, we’d be operating under Robert’s Rules. Under Robert’s Rules, it is possible to change some of the rules at the beginning of the meeting. Thus, we could get people to agree at the beginning of the meeting that we could vote by a show of hands or some other measure. Connie said we also will need to contend with people who don’t have Zoom. Connie said last year we voted by mail and that worked.

Jean asked if we still would send out ballots. If everyone would raise his or her hand, that would not be confidential, she said. She said it might be possible to send out a ballot and then, if things come up at the meeting, people could vote with a show of hands. Those without Zoom thus would be able to vote at least for some things.

Amy asked when the Bylaws Committee needs to send out information about proposed changes in bylaws that the congregation will vote on at the annual meeting. John said the information needs to be sent out at least 30 days before the annual meeting. He recommended the information be sent out by the end of February. He said the annual meeting is April 11.

Maxine Connor, the Natural Resources chair for the Citrus County League of Women Voters appeared next. She’s also the co-chair of the state League of Women Voters’ Clean Energy Committee. She said the League is behind a second Solar Co-op, which the League is co-sponsoring with Solar United Neighbors of Florida, a nonprofit that facilitates neighborhood co-ops. If people are interested in solar, they can get a quote for solar from the co-ops. The League and Solar United are starting their co-op March 1. Their partners are Florida Springs Council, Nature Coast Americans for Separation of Church and State, Sierra Club Adventure Coast, and Citrus County Audubon Society. The League and Solar United are seeking other partners. The partners just share information with their members. Maxine said NCUU’s commitment to Social Justice would be a way the church aligns with the co-op. Apparently, NCUU felt that way, too, in 2018, when it partnered with the co-op, she said.

Solar United will use the logo of any partner in press releases and other material. Maxine said she’d be happy to present information about the co-op to NCUU. But she said she and the Florida district chair of Solar United will host a virtual meeting about the project on Feb. 25 at 7 p.m. Since the project came to Florida, there have been 64 co-ops, and they’ve gotten a large carbon offset, Maxine said. John said NCUU would be happy to partner with the group. John said he will serve as the contact person. Pam said she is a member of the Citrus County Native Plant Society and will contact that group’s co-chairs about the project.

John said Connie and Matthew are to meet with a company on Feb. 8 about converting a window to a door at the church. Connie said the company is Elite Power Pros LLC. At first, the company wasn’t aware the church wanted a stoop so gave an estimate of $3,000 to $3,500.

Connie reminded John that there would need to be a vote on changing the Sunday Service time for the March 7 service from 10:30 a.m. to 10 a.m. Discussion followed about putting the information about the service time change in the newsletter. John said we would be changing the time of the service and the board concurred.

John said the board now would discuss Unfinished Business. Shirley asked that the committee reports be discussed. John said few committees had submitted reports, and the board just had discussed the information from the Sunday Service Committee.

Shirley said she would like to discuss the Finance Committee report.

VI. Standing Committee Reports

Building (Matthew Ciszewski) No report submitted.

Bylaws (Amy Haiken) No report submitted.

 Caring (Connie Hart) No report submitted.

 Council of Committees (Connie Hart) No report submitted.

Denominational Affairs (Bree Hill) No report submitted.

Finance (Shirley Leonard) Shirley said the Finance Committee has been meeting at least twice a month to prepare for the annual meeting. The committee has requested the other committees to prepare budgets. John said he hadn’t received any budgets but gave Shirley the Building and Social Activities committee budgets. The deadline for submitting budgets is Feb. 14. Shirley said she’s sent letters to the members for their pledges for the coming year. With luck, those pledges will be returned by the end of the month. That will give the Finance Committee and NCUU the budget that will be available for the coming year.

John said NCUU also is going to go from a desktop to an online version of QuickBooks.
 The cost is $40 a month. The QuickBooks that NCUU currently is using is from 2013.
 QuickBooks only supports three years. Reimbursements still will be by paper check and
 the reimbursement procedure will stay the same.

Connie asked about whether there is a financial goal for the coming year. Shirley said
until the Finance Committee receives the committee budget requests, the goal is unknown. Shirley said NCUU doesn’t have to pay mortgages in the upcoming year,
so the goal should be significantly less. But the church still has expenses, including
Zoom meetings and social activities for the coming year. She said she thought the Social Activities Committee is asking for the same amount as in the past year, hoping for some in-person celebrations at the church. She said once the Finance Committee knows how much the pledges add up to, the committees will know what their budgets are.

Amy said the Media and Technology Committee will try to budget for hybrid church sessions and also will include ad costs for Facebook and Google.

Connie said there is information online from UUA and the Southern Region about doing pledge drives and we might get some ideas from this.

John said he asked the Finance Committee to send the pledge drive information to all members and friends to make sure anyone who is inclined to give will do so.

Gordon said there has been talk about expanding the church building or constructing another one to accommodate religious education and social functions, as well as improving the sanctuary to accommodate such things as big screen TVs or other media.
Thus, more money needs to be put into the target budget to grow the surplus that would be needed for a new/remodeled building.

John said people also need to know they can restrict the money they pledge to certain funds or projects.

Connie said we need a “Share the Plate” destination for February and asked if the Social Justice Committee should recommend the project.

John asked if the League of Women Voters is a nonprofit organization.

Abby, who is the president of the Citrus County League of Women Voters, said she thinks that since the group is a political organization, that contributions and dues are not tax-deductible.

Amy suggested doing a “Share the Plate” to help the upcoming speaker who will be talking about the Rosewood community. The speaker is trying to form a museum to let people know about what happened at Rosewood. The board agreed that it would be a good idea if more information can be found out about the group’s nonprofit status.

Pam said there was going to be a documentary on PBS on Feb. 8, “Going Back to T-Town,” about another African American city that was destroyed.

Pam also asked if the Citrus County and Marion County Humane Societies could be put on the “Share the Plate” list.

Jean said she volunteers at the Citrus County Animal Shelter, which is different from the Humane Society. The shelter is a no-kill facility unless there is an animal that is aggressive and nonadoptable. Jean also said if we donate to the Humane Society, we should investigate to make sure the money stays local, rather than going to the national headquarters.

John said that for February, the money should go to the Citrus County Animal Shelter, since we know it’s a no-kill facility. The board concurred.

Grounds (Bree Hill) No report submitted.

Long Range Planning (Bob Madeiros) No report submitted.

Media & Technology (Amy Haiken, Gordon Hart) No report submitted.

Membership (Holly Alexander) No report submitted.

Religious Education (No Chair)

Social Activities (John Comer & Pam Ricker) No report submitted.

Social Justice (Don Wright/Tom Hibberd) No report submitted.

Sunday Service (Pam Ricker) The changing of the March 7 service to 10 a.m. was handled under the President’s Report, above.

VII. Old Business

Information about changing the door to a window was handled under the President’s Report, above.

VIII. Unfinished Business
 Connie said some of the phone calls and emails have been falling through the cracks.
 Connie moved and Margo seconded that wording about the duties of the president and
 vice president in the Policies and Procedures manual be amended to say the following:
 “The President checks the contactncuu@gmail.com messages and
 forwards them to the persons or committee chairs to whom the message pertains.

 The Vice President checks the answering machine at least once a week and
 communicates messages to the person who most likely can handle it.” The motion
 passed unanimously.

IX. New Business

 A. Connie attended a leadership webinar in January for presidents and vice presidents.
 The webinar was on Zoom and attended by presidents and vice presidents of large
 and small congregations. Most of the congregations have ministers but some don’t.
 Connie talked to some that don’t have a minister. She said she recommended
 attending some of the Southern Regional workshops because she found the

 experience quite useful. She said she learned that what we are doing is called a
 “shared ministry,” and that we should be encouraging all members of the
 congregation to share their gifts. Thus, a handful of people shouldn’t be running
 the congregation, but many people should be pitching in. She said some
 congregations are growing a lot, including one in Mexico with many snowbirds.

She said there was discussion about having a covenant. We have a covenant for how
 board members are supposed to act. She asked if we need a covenant for the
 congregation. She said UUA has sample covenants to look at. Jean said she thinks
 there is a Covenant that’s framed and hanging on a wall of the church. Connie
 suggested taking a photo of the covenant. John suggested forwarding the covenant to
 Bob Madeiros, who heads the Long-Range Planning Committee, for him and his
 committee to take a look at.

 Bree, who was attending the board meeting at the fellowship hall, looked at the
 plaque and looked at the back of the order of service that’s inserted in the Sunday
 bulletins. She said the wording on the insert corresponds to what’s on the plaque.

 B. John said UUA has certified NCUU.

 C. John said Jean McCauley has volunteered to serve out the term of retiring treasurer
 Rob DeRemer. He said it’s the board’s responsibility to appoint a replacement.

Shirley said Jean already is taking minutes for the Finance Committee. Shirley asked Jean if she has the time and expertise to take on the Treasurer’s job. Shirley asked Jean if she has the computer expertise.

Jean said she served as treasurer during 2006-07 and set up the church’s accounts in

 a program called “Power Church,” which she said is similar to QuickBooks, but
 tailored to churches. She said she took accounting courses as part of her master’s
 degree. She said she’s good with numbers and pays a lot of attention to detail. She
 said she still could take minutes at the Finance Committee and said that’s not a

 difficult task. She said she helps Pam Ricker on the Sunday Service Committee

 pick out Zoom hosts. Otherwise, she’s newly retired. She has started volunteering
 at the animal shelter. Shirley and Connie said they wanted to make sure Jean
 didn’t get overcommitted and overwhelmed.

 Rob said he doesn’t feel entirely comfortable with the computer aspects
 of being treasurer and said he felt that Jean could handle the job. Jean said

 she has some experience using QuickBooks but would have to take a refresher
 course. She said she likes the idea of QuickBooks online because the
 president and committee chairs can take a look at the budget and get the information
 they need. Shirley moved that Jean-Marie McCauley replace A. Rob DeRemer as
 treasurer. Bree seconded the motion. The motion passed. Rob is to give John the
 laptop he uses and John will give the laptop to Jean.

Iv. D. Amy showed a plaque she and Mike made with their new laser printer to go above
 the door of the sanctuary. It says, “Joan Burnett Sanctuary.” The board thanked Amy
 and Mike for the plaque.

 E. Connie said she encourages committee chairs to make sure their committees continue
 to meet and work on ways to encourage attendance. She said the Membership
 Committee members have been phoning other members to check how they’re doing.

**The next board meeting is March 8 at 10:30 a.m. on Zoom.**