**BOARD OF TRUSTEES MEETING MINUTES – November 15, 2021**

**Present at the Virtual Meeting:** Jake Bishop, Peggy Roberts, Carole Jackson, Nancy Garrison,

Gail Newstein, Suzanne Seitz and Rev. Cynthia Snavely. Cindy Grossman was present from the Transition Team.

**Call to Order:** The meeting was called to order at 2:08 p.m. by President Nancy Garrison.

**Reports:**

* Jake presented the Treasurer’s reports as of 10/31/21, which is 58% into the fiscal year. Revenues are at 52.31% of budget and expenses are at only 49.91%. UUA dues of approximately $9,500 will be paid in December. The amount is based on our budget rather than total members. Jake is going to examine previous years’ reporting to be sure the numbers are in order. The Finance Team believes that there could be a substantial revenue shortfall for this fiscal year but much of that will be offset by our PPP grant.
* Program Council reports included the following: **Stewardship:** The Team consists of Marjorie Rhem (Chair), Erin Woodsome, Joyce Axelson and Maria Kelly. Theme for the year is “Getting Down to Brass Tacks”. The campaign will start in January and they are preparing a letter to be sent to each congregant. **Fun and Friendship:** Hilda and Andy have been leading hikes. Several social gatherings have been held at Tri-UU with good attendance. A card party is planned for 11/19. **Finance:** Although revenues vs. expenses are on the positive side as of 10/31, Finance is concerned that receipts are falling off and may result in a substantial deficit. There has been a loss of members which could possibly negatively impact revenues. **Social Justice:** The Giving Tree is available at Tri-UU and online. Social Justice is monitoring the status of the UUA 8th Principle proposal. Receipts are not yet complete for 5th Sunday donations last month. **Worship:** Donna Kagan has resigned as Music Director of Tri-UU effective 12/31. Tim McCusker is heading the search for the next Music Director. Lynne will be coordinating a special service honoring Donna. Service Leaders are scheduled through March 2022. Team members are seeing to many of the details involved in reopening for live services. They are discussing the possibility of having an annual service dedicated to thanking the many members and friends who keep Tri-UU functioning. **Membership:** They are exploring ways to accomplish a secret ballot election with both on-site and virtual elements. Membership has been checking in with members during our Covid shutdown since the Caring Team has been disbanded. Becky Love has volunteered to lead a new Caring Team. **Communications:**  **IT:** Myra Symons has joined the Website Team as an administrator. With John Seitz’ resignation effective 12/31, the Team is in transition. **Building & Grounds:** They sponsored a successful clean-up morning prior to reopening the building for inperson services. The cleaning company is not doing a very thorough job and may need to be replaced. Although Suzanne will be ending her leadership of this Team, she will remain on as a member. Co-leadership and project managers might be the way to go in the future. **IT:** The Team spent many hours preparing for hybrid and virtual services. There are a multitude of challenges to present a seamless and visually appealing service.
* The Minister’s Report: Rev. Cynthia’s report focused on leadership at Tri-UU and the continuing cycle of people moving in and out of different areas of responsibility. There are many roles to fill and we might want to reconfigure the various teams. I.e. Stewardship and Finance could combine, Communication with IT and Fun & Friendship with Membership. It might also help to set up dual leads to accommodate volunteers’ travel and health issues. She suggested scheduling a “Deep Chair” meeting to consider these matters. Nancy said that this might be a good topic for Program Council and Suzanne agreed to put it on the next PC agenda for an opening discussion.
* The minutes from the Board of Trustees meeting of 10/18/21 were previously distributed and approved with no corrections.
* Cindy Grossman reported that the Transition Team continues to meet twice a month, working to gather information and develop congregational resilience. They are focusing on 5 areas: heritage of our congregation and individuals, leadership (including succession), mission, connections and the future (vision). They are planning a whole congregation hybrid event to discuss these 5 areas. A short survey was sent out to the congregation. The Transition Team is meeting with Membership to discuss trends they are seeing with our congregants. They are also forming an online focus group, reaching out to people who have left Tri-UU in the last 3 to 5 years, for insights about why they left and how they feel things could change. Another online focus group is forming to reach out to previous leaders – what did the mission mean to you, what strengths and weaknesses did you detect? Ultimately, the goal is to have the most robust congregation possible when we welcome a new settled minister. They are looking at what kind of developmental work has to happen to achieve this goal. Andrea Coburn has resigned from the Team and will need to be replaced. Cindy said that it would be helpful to have an additional person appointed, or at least someone to take notes and generate minutes of their meetings. She also asked for clarification of the term the Transition Team will function, stating that she believes it should continue working up to the time a new settled minister is installed.

**Old Business:**

* Nominating Team – In an email vote, Tim McCusker was approved by the Board of Trustees to become the 3rd member of the current Nominating Team. He is replacing Kevin Brown who moved out of the area.
* MaryLouise DeWolf Hurt – Nancy reviewed the historical area of the Tri-UU website and did not find it compatible with MaryLouise’s role at Tri-UU. It was suggested that we ask

Joyce Mills to look at the website and give her opinions about where both MaryLouise and David Etherington (former Community Minister) might be acknowledged for their part in the history of Tri-UU. Rev. Cynthia said she would call Joyce.

**New Business:**

* Reflections on hybrid service 11/14/21 – This was our first service back in the building since last summer. The IT Team did an amazing job of combining the in-person service with our virtual transmission. In spite of the many challenges connected to this type of technology, everything went smoothly and there were no obvious glitches. Congratulations IT!
* Music Director Search Team – Tim McCusker, Peggy Roberts and Jolyn Joslin are on the Team and have already started seeking out potential candidates to consider. Tim contacted the Ocala Symphony Orchestra to see if any of their musicians might be interested in the position. He also contacted individuals who might fill in and/or help us out in the transition. The Team will need an advertising budget. Jake said they can draw from the Music Director Fund.

**Adjourned at:**  3:40 p.m.

**Next Meeting:** December 20, 2021

Respectfully submitted,

Carole Jackson