

## Board of Trustees Meeting Minutes November 28, 2023

Primary Location: 2650 North Druid Hills Road, 2<sup>nd</sup> Floor, Library 6:00 pm to 8:30 pm

OR

Secondary Zoom link:

<https://us02web.zoom.us/j/88223632519?pwd=RFdrR0dpR2dEd2ZLNjITakorTzVLQT09>

Meeting ID: 882 2363 2519

Passcode: 851147

Invitees: David Yamashita - President, Barbara Begner - President-Elect, Dave Sjoquist - Finance and Endowment, Beth Carpenter - HRC, Mary Liebs Honeycutt - Fundraising, Leta Woo - Minister Call, Herschel Beazley - TBD, Janel Dennard - Stewardship , Terry Carpenter - ARAOMC, Bryce Thomason - Director, Rev. Taryn Strauss - Senior Minister

Absent:

Notes taken by: Leta Woo

David called the meeting to order at 6:15PM

Janel light chalice/opening; adapted from book Everyday Radiance

Terry is process observer. Yay!

### **Circle of Connection:**

What are you thankful for now?

Jim Kelley - UUCA Archives

Jim - records and legacy, important to keep legacy alive, document our accomplishments and failures, we are one of the largest congregations in UU; important for Southern history; religious history of Atlanta; we go back to 1879; currently writing a book on UUCA and southern unitarianism, been going through archives; thanks to Jay Kiskell and Ginny Sjoquist, early archives are preserved at Emory Candler School of Theology though it's not complete, but in good shape; archives are never complete, but available and we can use them; sermons back to the 1880s; trouble is roadblocks as we enter the 21st century; archives scattered and unknown; Emory has complete set of sermons by Edward Frost on cassette; no records of Rev. Keyes, Makar, and Strauss that are accessible; no records of 2017-2018; also missing other records; 2018-2020, paid stipend to former member to work on archives and didn't get anything from it; to be economically responsible, hire a master's student as consultant to bring organized files to Emory; student getting masters at Clayton State; previously did work for their church at First Presbyterian; cost depends on scope of the job; \$3k to \$4k the first year, maybe less; we need to preserve our history for other researchers to use

Janel - asking questions about digital aspects, security, technology issues; integrity of data

Jim - that's why we want young master's student; bring them in to evaluate scope, maybe \$25-30/hour

### **Executive Report** - Rev. Taryn

A lot to highlight!

Celebrate, train and develop emerging and existing soulful leadership as a core value of expressing and growing our UU faith;

Strengthen collaboration track:

Leadership Development

Shay Stewart-Willis taught Soulful Communications in Sept.

Bryce taught an Adult RE class "Unleashing the Power of Your Purpose"

Volunteer Celebration Sunday

Southern UU Leadership Summit, March 15/16 (need 6 congregant leaders)

Currently implementing WellSprings, a new deeper leadership/Small Group Ministry program; participants this year become leaders next year and it will grow

Support healthy growth while supporting current membership

Add to our support groups

Grief Support Group began Sept 27th; meets weekly

Relaunching the Grief Support Dec. 7th

Search and hire a second minister to guide social justice vision

Taryn is gathering a 2nd Minister Search Committee

Jason Delaney is a yes for that committee

Serethial Freeman is a yes for that committee

Decided to hire someone part-time to hold some of those ministries

Circle of Elders programming

Beginning in January, Rev. Taryn will facilitate a spirituality and aging program for UUcAers who are 75 and older. We will meet biweekly during the day for such topics as:

Touchstones and spiritual practices

Accessing joy and pleasure

Grief and loss

Navigating difficult conversations with loved ones

How your congregation can support you as you age: Planning your memorial service

10 sessions meeting every other week, in-person only (too complicated for hybrid); hoping for strong participation; Rev. Taryn is really looking forward to it

Rigorous hope series will extend through January

12/3 The Hope of the Present Moment

12/10 The Hope of Peace

12/14 WinterLight: Moravian Love Feast

12/17 A UU Christmas Pageant for All Ages

12/24 The Hope of Christmas (one service on Christmas Eve, there will be stuff in morning)

12/31 New Year Labyrinth by the Lay Ministers

We remain in an era of culture change at UUCA:

From evaluation to experience.

From small talk to deep questions

From conflict avoidance to authentic, courageous connection

During the pandemic, individuals could curate their experience for themselves, turn off, pause; it was much more individualized; now that we're together, there are tradeoffs; you may not have the extreme individualistic experience of comfort; making the choice to give up some individual comforts to gain the communal in-person experience

### **Finance** - Dave Sjoquist

October was a good month financially. We had a surplus for the first time in three months.

For the year, the deficit was \$51,393 as of October 31, compared to an expected deficit of \$11,807.

Revenues in October of \$95,212 were \$15,666 above expected revenues.

Expenditures for October were \$6,343 below projected expenditures.

Pledge payments are below expected pledge payments, but an improvement over September. YTD we are at 97.2% of expected pledge revenue compared to 93.8% last month. The number of pledging units who have not made any payment this year is down to 25 from 45 last month.

The YTD deficit presented us with a cash flow problem which we have addressed as follows. We transferred \$31,942 from reserves last month and opened a line of credit with the bank but have not used it. Last month we borrowed \$50,000 from the Endowment Fund and requested the additional \$50,000. The expected Employee Retention Tax Credit from the Federal government is serving as collateral.

Thank you notes

Gary - David Yamashita

Jon Black for Trunk or Treat - Janel Dennard

Jason Delaney for ARE - Barbara Begner

CJ the DJ for Halloween Party - Beth Carpenter

Board is so grateful for Bryce for the Halloween party and Bryce will make sure to express the board's gratitude to our staff Shay, Dan, and Lynnette

Budget discussion:

-Important for congregation to see what the actual costs are, the previous years we've been using Project Phoenix money

-Moving forward by balancing budget by depleting line of credit and from making appropriate cuts

-\$176k is being expected to arrive, won't be taking the entire line of credit; hope cash projection is that we'll receive money in June 2024; dipping into money in February or March

-If we do borrow against our line of credit; in October 2024, line with Horizon to finance building, Project Phoenix, that loan expires, November and December of next year; \$40k in money market account in 2024; in 2025, looking at same expenses and need to make payments to Endowment fund starting that year; mid-year start paying back to Endowment, it's a 30 year loan

- 2025 - endowment loan, whatever we borrow from Horizon, anything left over from capital campaign; sometime in 2024, we'd be looking at another campaign to pay off at a minimum First Horizon, wouldn't have anything there if everyone paid off their capital campaign

Rev Strauss - we serve more people than we have pledging members; people coming in through our doors are more than people pledging meaningfully and volunteering meaningfully; reasonable to use some amount of loan for another year; a lot of pressure to grow a congregation that fast; we have had to make dramatic change; need more excitement for the future instead of nostalgia for the past

Replenishing funds to comply with bylaws, we haven't done that in the past few years; by the bylaws, make payments toward the reserve, once we get ERTC fund the difference; replace minimum amount according to bylaws and then don't replenish difference from ERTC

Business plan for how we're going to grow

Moving forward with SLUP; hearing will be next year; had to do an entirely new survey to apply

Town Halls the next two Sundays

Need to prevent congregation from debating merits of individual staff members

Benefit of congregational meeting is that people wake up and pledge

Serious volunteer issue; we find every member of our staff incredibly valuable; we need to find other ways to supplement; need to be specific

Deadline for mailing budget is Thursday Nov 30; announced from pulpit

Need to schedule town halls

Pledging has not come in as expected - rather than suggesting a loan, we need more time to put together the budget

Table the motion for the budget;

Plan on publishing Thursday with cover letter and talking points

We can publish this as our budget; we know what we're facing in the next two weeks

Move over money we expect to have;

Could add \$32k revenue with 100% pledge fulfillment; could go to 97%; should bring over the employee tax credit; go \$10k more conservative; we have \$100k in the bank, some of that will carry-over

Number less than \$100k; assuming \$60k is what we need; say \$80k

Increase pledge fulfillment to 97%, because we'll need enough carryover to make the deficit \$90k

Telling them we're under 95%, we might be able to find that money

We're not able to get volunteers to do coffee, so staff is doing that

Roles of board - let people know that this does take work, it's the work of professionals; UUCA has always had professional staff, people romanticize what volunteers do

When someone says, we have volunteers, say "What are you volunteering for? Let me show you how to make coffee!"

\*David coming up with points in cover letter

Talking points on how to increase pledging units - gather some data on how many people we need pledging at a particular level for each of the next 4 years

Clear pathway for new members - Bryce is taking over new membership next year

We tried to do it in one year; if we keep people from attrition, we would have been up; we are on the verge of it

Give us some time

Town halls Dec Sunday 10th 1:30pm and wednesday 13th 7pm, all on zoom

Congregational meeting on 17th also at 1:30pm

**Approval of the Minutes** - Leta

Move to approve

All approve with one abstention (Beth)

Approval of Finance Report

Move to approve

All approve

UUCA has a new executive director!! Yay!!

Bryce is such an exciting leader to work with; exciting goals for this work next year; won't launch until after the first of the year; do a lot to lift up Bryce and teach the congregation what he does

Process observation (Terry)

Did we observe covenant? Yes, we respected each other

Did we remain on task? Yes, might have taken a little long in some places

How agenda demonstrate ARAOMC? Talked about second service, how that's going to meet others needs, talking about people complaining, it's hard and decisive and can bring people together if done right

High energy moment? Finance report! Yay!

Low energy moment? Budget presentation, end felt better

Most meaningful part of meeting? Thank you's; end of budget report, we figured it out, minister's report

Process Observer for the next Meeting: Terry

Next Meeting: Scheduled for January 23, 2023

Chalice Lighter: Liebs

Dinner provider: Janel

Janel closing words from Everyday Radiance

Our Vision: Inspired by our faith community, we affirm these values:

- Wonder and awe
- Love and compassion
- Courageous engagement

Our Mission: Transforming lives through courageous action and soulful connection

Our 2023 - 2024 Board Goals:

1. Work to increase revenue sufficiently to support the operations of the congregation
2. Support the radical welcome and belonging teams to grow the congregation
3. Support Social Justice with one all congregation initiative
4. Support updating the UUCA Covenant of Healthy Relationships
5. Call the Senior Minister
6. Leadership Development
7. Start building the Connected Community

## I. Spirit and Community

Agenda Topic	Lead Speaker	Start Time
Dinner	Provided by David Y.	6:00
Chalice Lighting/Opening Words Process Observer	Janel Terry	6:15
Circle of Connection: What are you thankful for now?	Dave - Start	6:20
Executive Report	Rev. Taryn	6:30
UUCA History and archiving document properly	Guest - Jim Kelley	6:45
Finance	Dave Sjoquist	7:00
Budget - Initial Presentation	Rev. Taryn and Bryce	7:15
Dec Congregational Meeting - Discussion Town Hall Schedule	David	8:15

## II. The Work of the Board

Approval of the Minutes	Leta	8:30
Stewardship Committee	Janel	8:35
Minister Call Committee	Leta	Postponed
By Laws	David Y.	Postponed

Healthy Relations Committee	Beth C.	Postponed
Nominating Committee	Barbara	Postponed
ARAOMC Committee	Terry	Postponed
Endowment Committee	Dave S.	Postponed

### III. Closing

Process Observation		8:45
Process Observer for the January Meeting Next Meeting: Scheduled for January 23, 2023  Chalice Lighter: Dinner provider:		
Closing Words/Extinguishing the Chalice		9:00