

Minutes of the Annual Meeting
Unitarian Society of Germantown
June 14, 2020

Welcome

Board president Jenn Leiby welcomed all to the 2020 Annual Meeting, the first such meeting conducted virtually using the video platform, Zoom. This approach was necessary due to the restriction of social gathering during the COVID-19 pandemic. Jenn opened the annual meeting with instructions regarding determination of a quorum, asking questions during the meeting, and voting.

Board President's Report

Jenn provided a brief report of the activities of the USG Board, highlighting the celebration of the opening of the new elevator. She also described adaptations by church leadership when COVID-19 necessitated closing the church building. The Board and Ministry Executive Team (MET) began meeting weekly via Zoom to ensure good communication as they monitored USG operations and finances. The church applied for and received a Payroll Protection Program (PPP) grant from the government in the amount of \$61,400 to pay for staff salaries and church utilities. The Board set up a special COVID-19 Relief Fund in partnership with an anonymous donor and the Sullivan Assistance Fund. The purpose of the fund is to relieve financial stresses for USG members and friends as well as local community organizations working to alleviate food and housing insecurity. Jenn announced that Andrea Barsevick will step up as Board President July 1; John Davis will be vice president; and Sam Stormont will continue as secretary.

Election of Annual Meeting Chair

Tom Ott was nominated and seconded to serve as chair.

Approval of Minutes of the 2019 Annual Meeting

The minutes of the 2019 annual meeting were approved by those in attendance.

Minister's Report

Reverend Kent Matthies opened his report by recognizing that this is the 155th year in the life of the USG congregation. He celebrated the fact that the elevator has been in service this year increasing mobility for those with physical disabilities and allowing them to participate more fully in the life of this congregation. He named the many spiritual and social justice activities of the past year including the Martin Luther King Day of Service, Rebuilding Philly, the Raise the Wage Campaign, USG participation in POWER, UUPLAN, Small Group Ministries. All USG activities changed abruptly when restrictions were imposed by the COVID-19 pandemic including self-isolations of individuals and family groups and no in-person gatherings of ten or more people. Kent thanked the staff and volunteers who helped with the transition to virtual participation. Celeste Lamb, who is in her first year as the church administrator, was thanked for her many contributions to this effort. The USG COVID-19 task force has developed a public health policy for the safety of our congregations. A video team has been organized; several team members are taking classes to improve our virtual services and activities. Kent recognized the outgoing Board members including Jenn Leiby, Debbie Ward, and Jess Slivak; and Andre Stormont who is cycling off the Ministry Executive Team. The church passed the 8th principle focused on anti-

oppression. A USG Future group is being organized to consider how the church should change after the pandemic.

Director of Spiritual Development Report

Ryan Hurd reported that there is a new curriculum for children that makes more efficient use of volunteers. It involves a monthly worship service and larger group activities. The children's program has pivoted well to the use of virtual services. For adults, there has been a steady growth in mindfulness programs which are now being conducted via video streaming. The elderhood programs continue to flourish in the virtual environment. Ryan thanked Gerry Whalen who is retiring from leadership of the Adult Spiritual Development program.

Presentation of the 2020-2021 Budget

Eric Foster presented the 2020-2021 budget. He described the budget priorities and guidelines set forth by the Board. Because of economic uncertainty surrounding the pandemic, the Board created a budget with the following priorities: 1) initiate contributions to the pension plan for the church administrator; 2) increase the minister's salary to the midpoint of the UUA range; 3) increase the budget for maintenance of the USG building and grounds. If possible, two additional priorities were to be addressed: 4) cost of living (1.8%) raises for staff; 5) increase UUA dues. The proposed budget is based on pledged support from members and friends as well as other sources. Projected income and expenses for 2020-2021 include:

Income

Pledges	\$375,000	Goal of pledge drive; currently at 83% of goal
Consolidated Investment Fund (CIF)	\$42,000	Represents interest & dividends only; no additional funds will be drawn from the CIF
Special gifts	\$40,000	Special fundraising efforts
Rentals	\$37,000	Lower due to pandemic
Fundraising	\$15,000	Lower due to uncertainty about holding the service auction
Other	\$3,000	
Grant	\$45,000	Payroll Protection Program (PPP)

Expenses

Salaries and benefits	\$325,000	
Building and grounds	\$71,000	
Administrative operations	\$43,000	
Independent contractors	\$37,000	Cleaning service and security
UUA dues	\$26,000	Partial payment of \$30,000 assessment by UUA (new formula from UUA)
Utilities	\$17,000	Reflects savings due to closing of church buildings
Professional expenses	\$13,000	
Programs	\$12,000	Reflects increase in dues to POWER

Eric explained that the PPP grant has been helpful in balancing the current 2019-2020 budget; \$16,152 has been used to ensure that the church will end the current year without a deficit. For the 2020-2021 budget, \$45,000 will be used to balance the budget and leave us with a surplus of \$13,529. The Ministry Executive Team and the Board will oversee the budget and apply the surplus as needed based on changes in circumstances.

Election of 2020-2021 Board and Nominating Committee Members

The candidates for Board were presented: Sarah Frazier, Devery Howerton, Lee Meinecke. The candidates for Nominating Committee were presented: Delores Hill, Jacob Fisher. Because of the pandemic, in-person voting was not possible. Instructions for voting were included in the weekly email and a link was provided on the USG website (usguu.org).

Adjournment

A motion was made, seconded, and passed to adjourn the meeting.

Respectfully submitted,

Andrea Barsevick

June 22, 2020