

## USG Board Meeting 9-22-20 - Minutes

- August minutes were discussed; Dev shared that while she and Lee reviewed a list of financial policies, they later discovered that 11 policies had actually already been reviewed and placed under one "Financial Policy". This was changed and the August Minutes were accepted. (Decided to pick other points on this topic later in the meeting.)
- Minister's Report :
  - Ways USG is serving city and neighborhood:
    - Black Lives Matter vigil
    - POWER
    - Get out the vote
  - Personal matters:
    - USG held two memorials this past week: Mark Kaufki's (long time member); and Rebecca Blum's (Susan Bockius' daughter);
    - We have families hit hard right now (with covid, with kids staying at home, with youth depressed);
    - In addition - it's hard to learn what's going on because we can't get in the room with families (due to covid);
  - Bureaucratic matters:
    - Not on point with the quarterly reporting supposed to come from MET to Board. (Meeting. re: covid task force needed including Eric Foster, Celeste, Kent, Andrea Barsevick, Nancy Anderson, John Davis) (?)\*\*\*\*
  - MET suggests task force re: USG funding - to be sure investments in order. Re: Finance Policy in 2019, MET feeling that the Board should be more on top of finances: the Board has now talked about the budget, but not the endowment. The Board is in charge of investment funds.
    - [Trillium is running USG funding well, and Bill Morrow stays on top of it all.]
    - Maggie B. feeling more than one person should be keeping a look at our investments.
    - Zachary urged that Vanessa Lowe should be pulled in to help overlook our endowments.
    - Andrea B. suggested we should gain clearer guidelines re: what MET's hope is of what a task force would do/ suggested we have a discussion with Eric re: what a task force should address (Dev, Lee, and Bill M. could ask Eric re: what MET wants.)
    - Sarah Frazier urges that Bill Morrow should be included in all of this.
  - Kent is working with Latifah on her Irng. Goals; Andrea asked can the Board know something about this? Kent said would be sharing info.

with the Board; urged that most of it will be nuts and bolts. Kent added that Latifah is interested in the establishment of "BLUU Havens" (connected with larger spread of BLUU Box across the country). Latifah is interested in helping to establish this in the greater Philly region. (Lisa Dutton also interested in this).

- MET is focusing on making a video (of fund raising?)\* \*\* - Andrea and Kent are working on this.
- Outside Space Proposal:
  - Questions:
    - John - the last draft re: someone attending a function at USG - should add 'should not have been outside the USA in the past 14 days' and add 'should not have been in other states in past 14 days (states set by USA);
    - Dev - Re: informing USG if anyone has symptoms - who would you call? [Answer: church administrator]
    - Maggie - what about young people (or others) sitting in the grove (people not USGers) - How is this dealt with in the statement?
    - Andrea B. - this proposal is about groups USG is sanctioning. (would take out if group of six wants to meet - even if another group meeting)
    - Kent - this is a problem with wording: both groups have to be scheduled, supposed to be official groups
    - Dev/Andrea - question re: cleaning - not much but is in there.
  - Changes: USG administration should be notified if there are symptoms noted; other states (if have been in) in past 2 weeks ; it's the leaders responsibility to get the list of people; each person should be given the rules, and the states from the list. The leader would make a record of who attends each meeting (with phone numbers etc.) and report what attendants sharing re: if get covid within 14 days of meeting.
    - Maggie: we need to be sure how to deal with contacting people after the meeting.
    - Andrea - moves that with these changes the Board pass \*the recommended of endorsement\*\*\*

\*The motion passed.

- Kent re: USG as a Polling Place:
  - The Board of Elections inspectors came last week re: a covid plan
  - We'll staff up to make sure is Covid-safe
  - Board. Will keep reporting to us as requirements are set up.
  - Board. resolution instructs MET to make it right re: covid (and report to the board with transparency).

- Andrea made a motion that we endorse the MET to work out the details that will ensure that the board of elections establishes a safe polling place at USG. The motion was passed.
- Policies review: (Lee Meinicke and Dev Howerton)
  - The first part is about the background and how policies are defined
  - There are currently 11 policies listed on our website under review - all are financial policies: accepting gifts, administrative accounts (as earlier said: 11 policy statements can be set aside, since all of them are under the financial policies, as already noted.)
  - It was recommended (by John Davis(?))\*\*\* that capital improvements and financial procedures be referred to MET.
  - Re: Endowment policies, and procedures re: investment accounts have no clear detail (a lot are out of date); [Dev(?), Andrea(?)]\*\*\* recommends that a small group take a look at that (including Eric). Which committee is over each fund needs to be clarified (with representation from the MET).
  - Refer to the MET the Grants Policies from 2013 for further action; - Andrea: 'Can we hold on this until the next Board. Mtg? - We need a larger sense of the scope of this.'
  - Kent(?) (making a motion) to instruct Celeste to remove the policies recommended for deletion and put them into the archives. [grants policy deleted] and removal from website]
  - Dev said she would talk with Celeste re: the above.
  - Kent recommending an overall review of the 9 special projects accounts - the MET needs to review what's required
- Andrea B. recommended that we move three items to the next Board meeting. (two more are just simple business items).\*\*\*
- Andrea went on to move that we recognize Eric Foster as USG's new financial secretary; this motion was passed unanimously.
- Then Andrea moved that we recognize Eric Foster as a second contact person for Trillium. This motion was passed.
- Next item: time for the annual review of the minister, Kent Matthies, by a small committee of the board. This is the year for a major review - which means that the committee is required to get feedback from all committees, groups, team heads, and staff. Andrea suggested that we appoint a committee to do this work.
  - Kent shared that he believes these reviews are a healthy thing - is a good thing to catch up on now, and that any review should include how to improve/how to go about this.
  - The fact that this annual review is to be conducted by 'representatives of the Board' could be looked at, but mostly, members of the Board have done this review in the past.
  - Dev mentioned that this is one of the older policies.

- Andrea will ask Susan Smith (a former president of the Board who was in charge of the 2018 annual review) re: meaning of 'representatives of the Board'
- Dev Howerton, Andrea Barsevick, and John Davis agreed to help with Kent's review.

We agreed to hold a covid meeting on a Friday morning, or another evening (maybe a Tuesday?) Kent and Andrea will look at their calendars and get back to us about this.

Submitted by Nancy Anderson