

USG Board of Trustees Minutes - 4/27/21

- 1. Music Program: Mark Daugherty, Music Director** - Mark discussed the Music Program at USG and explained how music was integrated into services during the pandemic. In collaboration with others, he learned how to use video in the services. Latency, though improved, is still an issue. He experimented with JamKazam, a program that facilitates live, in-sync music jamming over the Internet, but it's not very user friendly. It allows for simultaneous music making, but the learning curve is quite daunting. It works, but spontaneity is mostly lost. Mark is hopeful that we will be able to gradually move back toward what our services used to be like. He mentioned a hybrid service at a synagogue where he serves and explained that it is a major undertaking with everyone (choir) needing to be mic'd and lots of technology is necessary. Reviews are mixed on the quality of sound at the synagogue services. He has revisited and explored new options, including recording musicians outdoors. A large number of choir members are still reticent to meet in person, even outdoors. He is working to put together a virtual choir piece, but a major point of frustration has been the variability of internet connections. Mark is really looking forward to having new audio, cameras and lighting equipment. Kent mentioned the new audio visual equipment proposal is moving forward. Mark also explained that a dynamic vs. status camera really makes a difference in capturing performances.
- 2. Quarterly Budget Report & 2022 operating budget - Eric Foster** - as of 3rd Qtr., 3/31/21 -- Pledge payments are at 73% paid, just where we want to be, right on track. Total Income, which includes special gifts, Sunday plate, general contributions (worship and checks), and rentals, is at 78%, which is very good. Expenses: Total expenditures are at 68%, which is very good. The General Endowment has increased by \$115,000. The total endowment has increased by \$169,000 during the past 9 months, including withdrawals of \$55,000 (mostly for Covid Relief Fund).

Board Guidelines for 2022 Budgeting include: Take no more than 4% draw from CIF (amended to no more than 5%), Pay full UUA dues (30K), Funding ½ time Intern Minister (14k). Additional priorities are: AV streaming equipment (15k), Electronic security system (30k), Electronic Sign (24k). Potential funding sources include: auction receipts, special donations, unspent cash, memorial fund, EJF.

A second PPP loan was approved. Kudos to Celeste! The funds have been received and deposited in the bank.

Additional Staff: A Part-time Bookkeeper is being requested. A Part-time Digital Communications Director, who will be responsible for internal and external communications, contribute to social media, design and update website and produce videos is also being requested in the budget. The details are being finalized, but MET will create a balanced budget including both positions.

3. **The Future of Worship & USG Programs – Rev. Kent** - Church members are beginning to ask when we are going to start seeing each other in person, when in-person worship will resume, etc. MET has asked Andrea Parry to lead a task force to determine how to ramp up operations. We need to follow Covid guidelines from the City, the Governor and the CDC. A timeframe for choir practice is being discussed. Currently, small groups of people can meet outside on the grounds, wearing masks and distancing. We are discouraging Big events for now...small is beautiful. Building and Grounds is collaborating with task force on physical plant issues such as air circulation. Attendance limits are being discussed. Diversity and inclusivity are important and we need to meet the needs of 60+ as well as young children. A document is being developed by Kent and Andrea Parry discussing all the considerations.
We have had 3 memorial services in the sanctuary during Covid, with limited inside attendance, and using Zoom to accommodate additional attendance.
4. **Review of Minutes from 3/23/21** - Minutes approved with addition of last names: Andrea Barsevick, Bill Morrow, Mark Bernstein, Lee Meinicke.
5. **CIF Endowment policy: Discussion led by Dev Howerton, Lee Meinicke.**
Changes were made as follows: **Part V Section B.** change no more than 4% to no more than 5%. This amount will be determined by the average total market value of the funds. 8 votes to approve, 1 vote opposed. **Section F.** the Board may direct the use of any CIF funds consistent with the needs and **mission(added)** of the congregation. Unanimous approval.
6. **Annual Meeting:** Andrea Barsevick asked board members to send her any feedback or suggestions for the Board Annual Report & USG Annual Meeting Agenda.
7. **Nominations for Lifetime Achievement and Congregational awards:** Sarah Frazier assumed responsibility for organizing the Awards (managing the determination of recipients, assigning Board members to write certificates of appreciation, acting as mistress of ceremonies for the presentations). Recipients of Lifetime Achievement Awards are: Linda Brunn, Dennis Brunn and Howard Silver. Recipients of Congregational Awards are: Jenn Leiby, Jessica Stanforth and Mary Kalyna. Certificates of Appreciation were composed by: Zachary Bosco Dwornik, Nancy Anderson, Sarah Frazier, Andrea Barsevick, Dev Howerton and Sam Stormont.
8. **Nominations/Election of Board President, Vice President, & Secretary for 2021-2022** - tabled until the next Board meeting.

9. **Personnel Policy:** Approved at 4/13/216 Board meeting with several questions pending: Zachary Bosco-Dwornik clarified that overtime is appropriate after 40 hours of work, not after 8 hours (no change needed in policy); Andrea Barsevick clarified with Andrea Parry a plan for Board monitoring the minister's professional expenses (no change needed); Lee Meinicke researched vacation time; the policy was approved without any change; a potential change will be discussed separately)

Respectfully Submitted,

Sam Stormont, Secretary, USG Board of Trustees