Board Meeting Minutes - November 8, 2018

Attendees: Pam Wittenberg, Ingrid Krinke, John Andrews, Michael Daly, Tip Brolin

The meeting was called to order at 7 pm.

Agenda

1) Chalice Lighting/Opening Words/Check-in.

2) Consent Agenda (following reports are attached)

 a) October Council Minutes

 b) Minister’s Report (attached)

 c) Presidents Report (attached)

 c) Treasurer’s Report (attached)

*The consent agenda was approved unanimously.*

3) Old Business:

 a) Radio play, Communications. Last February the Board approved a 3-month trial of $175 with WLNG with the possibility of continuation. Carol Mason, Tuna, and Kimberly arranged the airtime details, which began in March 2018. On 9/6/18 we paid $360 to WLNG with the contract still engaged. A strategic planning meeting on Sunday, 11/4, will address advertising in other more progressive radio play and its potential cost so that the Board can make a monetary decision by December 13, 2019. *Pam will terminate the WLNG contract. Pam will discuss advertising with WPPB with Kent, who has contacted them in the past.*

 b) The Rainbow School has asked to extend their Lease as of January 2019 through June 30, 2020. Pam and Martha have submitted the draft Lease for Ingrid’s approval.

 c) Tip Brolin has been communicating with Fred Thiele’s office asking for help on the Berman bequest and the AG’s office allegedly reported to our attorney that the review was “on track” and that our papers were in order. Tip will follow up with the AG in one month and report.

 4) New Business:

 a) Kimberly’s Installation was postponed from November 3 to a possible May 4. There is a fully functioning Installation Team that meets every month with a schedule.

 b) Martha Potter of the COSM and Kimberly will meet together to create a UUCSF Covenant and will present it to the Board during the December 13 Board meeting for further discussion. Please review UUA’s “Finding Your Center: Spiritual Grounding as Leaders – Covenant” (also attached to the email) to become more informed about the nature of a Covenant. *Pam will provide a different link.*

 c) In response to the recent deadly attack at the Tree Of Life Synagogue in Pittsburgh, the UU community has circulated a “Hostile Intruder” prevention guide, which will be shared at the strategic planning meeting on Nov. 4 for greeters/Welcome Table. Ideas discussed. *Pam will ask Pamela Grienke to arrange for a police department walkthrough. Pam will send to the Board a link to the Hostile Intruder Guide.*

 d) NYS is recommending/requiring that each faith-based congregation develop its own Sexual Harassment Policy. LIAC has circulated a 6-page policy as a template. Who is willing to work with Pam to develop this policy? *Tip will work with Pam on this.*

 e) Ruth Jacobsen’s 10-foot by 5.5-foot driftwood piece offered by Bill Dalsimer was viewed by Michael Daly, Hilary Helfant and Pam Wittenberg. *It was decided that the piece would better serve a different venue such as the Shinnecock nation, and Michael Daly has offered to contact them.*

6) Process and Check-out. November’s LIAC meeting is scheduled for November 18 and will be attended by Carol Holstein.

The meeting was adjourned at 8:12 PM.

Prepared by: Tip Brolin

Kimberly Quinn Johnson

Unitarian Universalist Congregation of the South Fork

**Minister’s Board Report**

November 2018

**Developmental Goals / Big Picture**

This year, we are tackling two of our congregational goals:

1. Improving our community building and care for each other
2. maintaining our financial stability

**Pastoral Care, Membership**

Without a single creed that demands loyalty, covenant is the foundation of our Unitarian Universalist faith. Our covenants are agreements of how we will be in relationship with each other and how we will work together toward our mission. Since this congregation does not have a working covenant, the Committee on Shared Ministry is working with our UUA Central East Region Congregational Life Staff primary contact person, Rev. Hope Johnson to plan a covenant-building workshop. This would most likely be a half-day Saturday workshop that should involve as much of the congregation as possible.

**Administration**

We are now using Constant Contact for our congregational emails. Constant Contact will allow our email communications to have a recognizable look that is optimized for both computers and mobile devices. Constant Contact will also allow us to track who opens the emails we send.

**UUWorld**

This fall, I was asked to be a part of the UUA Commission on Institutional Change Collaboratory Design team. The Commission on Institutional Change (COIC) was appointed by the UUA Board in 2017 to analyze structural racism within our Association. The COIC Collaboratory Design Team worked together to design a weekend gathering of UU leaders who would and to make recommendations for structural change. (Oct 1-4)

On October 12 and 13, I attended the Central East Region Professional Day and Lay Leadership Day. I co-led the opening worship for the lay leadership day.

This month, I participated in the ordination of Rev. Terry Cummings. Rev. Cummings was ordained jointly by the Unitarian Universalist Congregation at Montclair and the Central Unitarian Church (both in NJ). (Oct 28)

This week, I am meeting with other UU College of Social Justice Program leaders for a training retreat in Harvard, MA. We will begin in Boston at UUA Headquarters. This annual retreat is an opportunity for leaders of the UUCSJ experiential learning programs and social justice trainings to review and assess our work, share best practices, and connect with leaders from both the UUA and UU Service Committee. (Nov 7-10).

**Community Outreach**

On October 21, I represented the congregation at the Installation service of Rev. Tisha Dixon-Williams as Pastor of the Bridgehampton Baptist Church.

I represented the congregation at an Interfaith gathering hosted by Fighting Chance to discuss cancer, pastoral care, and spirituality. Fighting Chance provides free services for East End residents fighting cancer. (October 25)

**Lifespan RE (Adult, Youth, Children)**

Children’s RE continues with Deborah Marshall.

This winter, I will be running a Hope and Resilience Study Group with Ella Engle-Snow. The group will meet on the 2nd Wednesday of each month from December – May.

Beloved Conversations will begin with a 1.5 day retreat (Nov 30 – Dec) One of the three groups will meet at the UUCSF on Monday evenings. Sessions will run through March or April.

I will be teaching the 5 Questions class at John Jermaine Library this spring. The class, taught here in the spring of 2018 should be a good way to introduce more people in the community to Unitarian Universalism.

President’s Report

November 2018

I just want to thank Kimberly and the Board for alleviating me from congregational matters from the time of my daughter’s accident on August 27 until I could focus again. I learned that church is indispensible for providing whatever is needed in emotional, psychological, and/or physical support during a time of crisis. You were all “there” and that was beyond supportive.

Kimberly graciously offered to postpone her Installation for a possible date of May 4 due to the inordinate number of crises among our various members’ and friends’ lives. The Installation Team meets monthly.

For the record, on September 25, 6pm, Southampton Town Hall, UUCSF supported OLA’s Position Statement and our stand was written up in the Sag Harbor Express.

On October 25, 2018, Michael Daly, Hilary Helfant, and I viewed Ruth Jacobsen’s large driftwood piece offered to us by Bill Dalsimer, who is the Power Of Attorney for Ruth and Christine Epifania’s estate. It was decided that the piece would better serve a different venue such as the Shinnecock Nation, and Michael Daly offered to contact them.

I have been tracking John’s and Tip’s efforts to learn more about the status of the Paul Berman Estate monies. Tip is making some headway with the AG that it is “on track” but with no determinate date of release.

Fast forward to the last few weeks, Martha Potter has negotiated an extended Lease with the Rainbow School through June 30, 2020. This gives us some breathing room as we await the Paul Berman funds through the careful attentions of John, Tip, and Finance.

On November 1, 2018, 7pm, the Jewish Center of the Hamptons held a vigil for the 11 members gunned down at the Tree Of Life Synagogue in Pittsburgh on October 27. UUCSF was one of the supporting congregations represented who lit one of the 11 candles. Many of our congregants attended.

On Sunday, November 4, Kimberly is launching a Strategic Reorganization Plan meeting to assist Communication, Fellowship/Hospitality, and Greeter/Welcome Table (aka Friendship Team). This meeting will address the “Hostile Intruder” strategies developed by other UU congregations.

There is so much more faithful work being done by caring people in our congregation. We are fortunate to have each other.

Best always,

Pam Wittenberg

UUCSF TREASURER’S REPORT AS OF OCTOBER 31, 2018

Financial information as of October 31 is represented in the charts below.

Salient comments are as follows.

1. We still have not received the proceeds of Paul Berman’s bequest. At the Board’s request, Tip Brolin contacted the office of our New York State Assemblyman Fred Thiele to see if they could find out anything more from the NYS Attorney General’s office. The word was similar to what we have heard before: they have it, the paperwork is in order, but they can’t estimate how long it will take them to process this estate. The reason it had to go to the AG is that they have to certify that the non-profits receiving the bequest are legitimate. Once they get done with it, it still has to go to the Suffolk County Surrogate Court for final approval to distribute the funds.

Clearly this will impact our expected receipt of interest on this money, which is included on the income side of the budget. If we don’t get the money at all this fiscal year, it would result in a $14,000 deficit all else being equal. One mitigating factor is that interest rates have gone up in the meantime.

2. It looks like the Rainbow School will probably be staying with us for another year. Hats off to Martha for keeping after this.

3. Pledge receipts and building rental payments are both coming in more slowly than usual.

Submitted by John Andrews, Treasurer

November 2, 2018

INCOME-EXPENSE TRACKER SPREADSHEET



CHART 1. FINANCIAL INDICATORS

Total Bank Accounts is total money in the bank minus checks written but not yet cashed.

Available Funds is Total Bank Accounts minus funds allocated for capital projects, renters’ security deposits, helping hand fund,

 and any prepaid pledges for next fiscal year.

Net Operating Income (NOI) is total receipts applied to the budget minus total operating expenditures this fiscal year.

 NOI does not include unusual and large receipts, as from the principal of a bequest,

 nor expenses on capital projects approved by the Board.

 It will include income from the Paul Berman bequest as applied to the budget when and as received.

 At year’s end, a positive NOI means we had a surplus, a negative NOI means we had a deficit for the year.

..

CHART 2. PLEDGE RECEIPTS AS PERCENTAGE OF BUDGET

..

CHART 3. RENTAL RECEIPTS AS PERCENTAGE OF BUDGET