

USH Board Meeting – October 12, 2021

Present: Rob Spector, Eve Pech, Christina Davies, Jon Covault, Peter Meny, Dana Donovan, Sarah McKenzie, Bob Hewey, Rev. Terry Cummings – Interim Minister, ex officio

Absent:

Guests: David & Janice Newton, Bev & Stu Spence, Jim Venneman

Started with check-ins at 6:32

6:46 - Opening Words from Walt Whitman read by Rev. Terry

6:47 – Rob read the Board Covenant

6:48 – Approval of September Minutes. Bob Hewey made the motion to accept, Tina seconded
Aye – 8
Nay – 0
Abstention – 0

6:50 – Volunteer Fair: Key committees to populate are Finance (3-5 people), Personnel, Communications, and RE (Rev Terry's list). Board should also put together a small task force to look carefully at the current org chart and decide if it is currently serving the congregation, as well as making some governance decisions. Membership also needs some more bodies, Social Justice as well. Location of fair will be weather-dependent on Sunday. Need to coordinate someone to run the Zoom portion of the volunteer fair.

7:12 – Listening Sessions (see schedule attached)

7:23 – Covid protocols: CT is doing quite well. Masks required indoors at USH. If coffee hour moves indoors due to weather, masks may be pulled down to eat/drink and then replaced while chewing. Mask wearing at the meetinghouse during the week has been spotty, Rev. Terry will enforce more carefully. Sunday morning mask-wearing has been very successful. USH will continue to follow CDC guidance. Jon and Tina will look into CDC guidelines. Jon reports that the CDC recommends indoor mask wearing for areas in substantial or high transmission rates, Hartford County is in the “substantial” category currently.

7:37 – Minister's Report: Rev Terry feels Sundays are going well. Reception of her in pulpit has been positive, and subject matter has been well received. Turnout has been encouraging. We're getting 60-65 people in the sanctuary, with another 20 or so joining via Zoom. New technology is working out well. Demeanor of the staff is very different than when she first arrived, seem to be warming up. Rev. Terry looking for Board volunteers for upcoming services (first Sunday of each month). Rob will do January. Peter will do December, Tina will do February, Sarah will do May, Bob will do March, and Jon will do April.

7:51 – Developing a Strategic Plan: Rob will prepare something for the e-news asking for members to populate a governance and strategic plan task force.

7:54 – Treasurer's Report: (See attached) Still have a positive cash flow. We have 88 pledging units representing 129 individuals.

8:05 – Council Reports: (see attached) Volunteers who were recognized were very appreciative, Tina will be putting something on the website

Auction on November 14 – will there be some sort of bake sale, perhaps recorded music (Sarah to ask meetinghouse, and maybe some of Julian's recordings), maybe a slide show of photos.

8:11 – Guest Comments? David Newton – would like Rev. Terry or someone to make a decision re: congregation leaving/staying during the postlude.

8:16 – The Board went into Executive Session to discuss some staff issues.

Motion made by Rob to approve a 30-day paid leave of absence for Rayla to start no later than November 1, seconded by Bob. Other items from her request will be discussed directly with Rayla by Rev. Terry and at least 1 other Board Member.

Aye – 7

Nay – 0

Abstention - 1

Other Staff discussion has been tabled until next month's meeting.

Meeting adjourned at 8:54



Sarah McKenzie <sarah.h.mckenzie@gmail.com>

Board Meeting Agenda - October 12, 2021

1 message

Robert Spector <Robert_Spector@ctd.uscourts.gov>

Mon, Oct 11, 2021 at 11:56 PM

To: Bob Hewey <boltonbob1947@gmail.com>, Sarah McKenzie <sarah.h.mckenzie@gmail.com>, Eve Pech <elpech@sbcglobal.net>, DANA DONOVAN <danadonovan@sbcglobal.net>, Jon Covault <jncovault@hotmail.com>, Christina Davies <daviesush@gmail.com>, Peter Meny <plmeny9@gmail.com>, Terry Cummings <revterryush@gmail.com>, Dianne Daniels <ushinterndd@gmail.com>

Good evening everyone – please find attached the DRAFT agenda for tomorrow night’s Board Meeting – please feel free to send me any requested changes.

USH BOARD MEETING AGENDA - 10/12/21 at 6:30pm, via Zoom

6:30pm Check in, All - 15 mins.

6:45pm Opening Words and Chalice Lighting, Rev. Terry - 3 mins.

6:48pm Board Covenant, Rob - 2 mins.

6:50pm Approval of September Minutes, Sarah - 2 mins.

6:52pm Volunteer Fair on October 17, 2021, Tina and Dana - 10 mins.

7:02pm Listening Sessions in October and November 2021, Rev. Terry – 10 mins.

7:12pm Discussion of COVID-19 Protocols for the Meeting House, Rob - 10 mins.

7:22pm Discussion of In-Person Services and How they are going, Rev. Terry - 5 mins.

7:27pm Developing Strategic Plan, Rob and Eve – 5 mins.

7:32pm Minister’s Report, Rev. Terry – 10 mins.

7:42pm Treasurer’s Report, Bob – 10 mins.

7:52pm Recruitment of Volunteers and Identifying Committees Most in Need, Peter, Dana, Tina, Jon and Rev. Terry – 10 mins.

8:02pm Council Reports, Peter, Dana, Tina and Jon - 10 mins.

8:12pm Guest Comments - 5 mins.

8:15pm Executive Session

NEXT BOARD MEETING IS TUESDAY, NOVEMBER 9, 2021 at 6:30pm.

Listening Circle Schedule

<u>Date</u>	<u>Board Person(s)</u>	<u>People Who Signed Up¹</u>
Thursday, October 7 th , 2:30 to 4:30 p.m., at the meeting house	Tina Davies Dana Donovan Peter Meny	Harriet & Phillip Gardner Toni Gold Dianna Heymann Fred Louis Laurel Goodgion Elsie Rickard Phyllis Hall Rick Tsukada Judy Robbins Ron Friedman Don???

¹ We will highlight in red font the names of people who don't show up who said that they would

Tuesday, October 12 th , 2:30 to 4:30 p.m. via Zoom	Rob Spector Eve Pech	Cancelled for lack of attendance
October 19 th	Rob, Dana & Tina	The stewardship folks
Thursday, October 21 st , 2:30 to 4:30 p.m. at the meeting house	Tina Davies Bob Hewey	Leicach, Margaret David & Janice Newton Carolyn Carlson Bruce Robbins Jean & Richard Grothius Barbara Alex
Thursday, October 28 th , 6:30 to 8:30 p.m. via Zoom	Rob Spector Sarah McKenzie Peter Meny	Christopher Wilt Joe & Diane Rubin Gloria & Gary Bent Sue C. Tenorio
Thursday, November 4 th , 6:30 to 8:30 p.m. at the meeting house	Sarah McKenzie Eve Pech	Kathy & Al Herzog Joanne & Rocco Orlando

	Bob Hewey	Miriam Byrode Laurie Kelliher Lisa Galinski Laura Stewart and Paul Cipriano Gloria Francesca Mengual
Thursday, November 11th, 6:30 to 8:30 p.m. via Zoom	Rob Spector Dana Donovan Sarah McKenzie	Bob & Kerry White
Thursday, November 18th, 2:30 to 4:30 p.m. at the meeting house	Tina Davies Rob Spector	

Treasurer's Report – October 2021

Financial Status/Cashflow

The 2021/2022 fiscal year good start continues, with income comfortably ahead of expenses.

Discharge of Mortgage by UUMSB

A new Discharge of Mortgage form was signed and notarized on October 1 and sent to the UUMSB Treasurer.

Water Usage/Knox Gardens

A bill for the Knox gardens water usage between June 19th and July 20th for \$1650 had not yet been received as of last week. Because of the heavy rain, water usage was down for the period August 20th through September 20th. There were two hybrid (Zoom & in-person) Sunday services in that period, also, but watering the Memorial Garden was suspended for most of the period. USH water usage cost was estimated at \$174.94 and the Knox garden usage was billed for \$770. The Knox Harford Foundation still plans to have an alternative water supply for the gardens next year.

Addition of New Officers Signatures on USH Accounts

Paperwork to add the new President and President elect signatures on the USH People's United Bank, the Schwab brokerage and UBS brokerage accounts was completed on October 1, 2021. There is one outstanding issue regarding the Incorporation status of USH.

Pledging Results

I've requested that the bookkeeper provide me counts (not dollar amounts) of pledging members and pledging friends as a way to help establish our current active congregational numbers. I hope to bring the information to our October Board Meeting.

Finance Committee

I intend to convene a Finance Committee meeting during the second half of October.

Respectfully Submitted,

Bob Hewey, USH Treasurer

Administrative Council Monthly Report
Jon Covault, Chair
October 12, 2021

Stewardship

Auction. Ginny Hedrick and Mike Covault have been calling last year auction donors. Jon Covault updated the auction website <http://www.togetherauction.com/ushartford> "Food, Fun, Fellowship and Treasures" for this fall. 16 items have been loaded on the site as of Oct 11. The auction has been part of eNews Sept 29 and Oct 6.

The first eNews posting was September 16, 2020. We had 33 items donated by Oct 11, 2021 and 63 items from 42 donors by time of the Nov 15th live auction. We had 28 successful bidders who purchased 42 items for \$5,800. Importantly, 22 of the purchased items were services or activities that would bring people in contact helping to reduce our sense of isolation during the COVID-19 pandemic. Bob Hewey has volunteered to be live auctioneer again. Ginny Hedrick, Jon Covault, Caron Lanouette, and Tara Cote made contacts to solicit donation items last year. Discussion is needed to make some decisions about the hybrid Nov 14th auction.

Arts sub-council

Artists' Way group art has been on display the past month in the ambulatory. A great variety of artwork represented.

Building and Grounds Committee

Meetings held October 10, 2021. Topics discussed included need to seal the building concrete superstructure and update on sanctuary lighting which remains in a bit of holding pattern.

Live streaming capacity. Per Board and B&G approval, two TV monitors have been installed on the chancel stage and have been used in the past 3 Sunday services. Plans being made for installing additional microphone XLR receptacles behind the new piano location to avoid audio cables across the stage as well as consideration for additional floor electrical power receptacles.

We are ready to accept volunteers for training to build a team of 5-6 persons capable creating live productions of Sunday Service. Rick Tsukada and Ed Savage have expressed interest in joining the team.

Community Within: October 2021

General comments: People expressing happiness to be back in the Meeting House. Various activity/affinity groups are either reconstituting themselves after pandemic dormancy or are configuring for simultaneous Zoom/in-person meetings as they continue. Efforts continue to attract people to lead or populate committees... Membership, Adult Programs, Communications are three specific examples... and results from next weeks' volunteer fair are anticipated.

Communications: It is October, and the planned (and announced, late last Spring) euthanasia of e-mail listservs employing the former “@ushartford.com” domain is now complete. Users were advised, in June 2021, to discontinue use of former listservs (i.e. board@ushartford.com) and compile their own email groupings tailored to their needs.

Membership: Still looking for a chair, and for additional sign-ups to act as Welcome Volunteers. We are covered, thanks to Carolyn Carlson's continued involvement and Laurie Kelleher's assistance in structured outreach. It would help immensely to find a 'permanent' chair.

Caring Network: Once Coffee Hour is driven inside for the winter, the Caring Network plans to host a *weekly table* in Fellowship Hall, featuring general CN information as well as a center of gravity for folks who may be looking for a way to engage (but unsure where, or how, they might do so). Formerly, the Adult Programs table filled this gap; the CN table expects to serve a similar need. They will not, however, be 'official registrars' or taking money.

Meeting House Presents: The first concert drew about 50 (?) attendees, and event #2 with Scott Cook is scheduled for this Friday (10/15). The season is off to a good start. Eighteen season subscriptions have been sold: a record number. Paul and Laura Cipriano expressed appreciation to USH, the board, and season subscribers for their continued support.

Respectfully submitted,

Christina Davies, Chair, Council on Community Within



Unitarian Society of Hartford

Staff Report for Secretary to present at next Board meetings

DATE: 10-07-2021

FROM: Buffie/ Office Admin

Past weeks activities and points of interest

We have had a total of 340 attendees (average of 85) for services since 09-12-2021 and a total of \$ \$3,792.00 in donations

Upcoming activities and/or current projects

Trunk or Treat and the Holiday Festival

Points of concern and future activities and/or projects

Volunteers for ushers, greeters and welcome table. Could worship associates maybe alternate such duties while not being the active WA ??

Being allowed to work any additional hours for the holidays

Cleaning of the building along with Kevin while Brianna is out on "sick leave" due to her recent car accident.



Sarah McKenzie <sarah.h.mckenzie@gmail.com>

RE Report

1 message

Rayla D Mattson <ctraylab@gmail.com>

Sat, Oct 2, 2021 at 2:59 PM

To: Marye Gail Harrison <maryegailh@gmail.com>, Robert Spector <Robert_Spector@ctd.uscourts.gov>, Terry Cummings <revterryush@gmail.com>, Sarah McKenzie <sarah.h.mckenzie@gmail.com>

My apologies for the delay.

Currently we have 10 for RE each week which compromises myself, one volunteer and 8 children and youth. We are having discussions and activities around our principles. We are currently still engaged with the 1st principle.

I am working to see if Dominique is still going to work as the RE Assistant and I need to hire 2-3 more nursery staff. I am also polling the congregation in search of trained OWL facilitators and we need to finish 1/2 year of OWL for one group and start a full year of OWL for another group.

Marye Gail is working to find additional support persons for RE which will include a committee to work with me on a strategic plan for RE.

Marye Gail, Dana Donovan and I are recruiting volunteers to decorate their trunk for Trunk or Treat on Oct. 31st. Right now we have about 10 cars. We are also deciding in addition to the church, who to share the event with.

USH will be Secret Santa's for two classrooms at SAND school in Hartford. I am waiting on the list of students and their wish list.

Marye Gail and I are also working to flesh out what we need for the Christmas pageant so we can begin recruiting participants. More information will be available in the coming weeks.

And finally, I will be sending out letters to our RE families this week who have chosen to not come in person because their children are not able to be vaccinated yet. I will recap what has been in the e-news about how to engage from home in this year's curriculum along with our upcoming events. I will also encourage them to attend the trunk-or -treat since it will be outside.

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Rayla D. Mattson
Director of Religious Education
and Rentals Manager
Unitarian Society of Hartford

*** Please note my email address of dre@ushartford.com is no longer active. Please use this email address moving forward. Thanks.*