

Marquette Unitarian Universalist Congregation
Board of Trustees
Minutes for Sunday, July 17, 2022

- I. Call to Order: 12:55 p.m.
 - A. Attendance: Mary Maki, Jill Malin, Martin Steindler, Susan Urban, Christie Jean Wagner
 - B. Absent: None
 - C. Other attendance: Laura Lancour
- II. Opening words and chalice lighting
- III. Open Forum. Mary wondered why she was not included on the Board Zoom Call with Phil Lund on June 30th. Susan explained that she thought Mary would not be interested, since she was about to leave the Board. Mary said she would have been interested. Susan will forward materials from the meeting to her.
- IV. Approval of Agenda. Jill motioned to approve, Christie seconded, approved unanimously.
- V. Approval of June 15, 2022 Minutes. Christie motioned to approve, Jill seconded, approved unanimously.
- VI. Treasurer's Report.

Current from email from Jill:
Credits this month equal \$1809.01 and for the year \$25750.90
Debits \$1109.25 for June and for the year \$25887.87
Also refer to attached reports sent to the Board by Jill.
Discussion about our financial status, consensus that we are OK for now.
Jill sent a letter about the amount of our pledge to the UUA. The UUA sent us a bill for this amount. It will be \$576, not the much larger amount that the UUA suggested. Last year Jill broke down the pledge into three checks. Jill will send \$192 in October, February, and June.

Status of correction of employee Social Security data:
UP Tax Company has some of our records. In February, the Board expressed approval of Jill asking them for whatever records of ours they have. Jill went there June 15th and they could not find them. They said they would look for our records and get back to us. These materials still have not been located. Jill will draft a letter to UP Tax Company and hand deliver it. Christie suggested the letter should stress the importance of getting these materials back to us. Jill will have an update in August.

NOTE: In October the Board approved a motion to pay for all eight forms needed to correct this situation (\$520) if the UP Tax Company agrees that this would be helpful, and if they cannot be found elsewhere. If this becomes necessary, we will have to decide what line item to use if we must spend this money (it was suggested in October that it might be Admin).
Payment for three way services for May, June and July? No bill for these as yet.

Update of admin job description – moot because we are no longer paying an admin. Christie suggested that we should look at the list that the former admin sent to us to make sure all the tasks are covered by volunteers. Susan sent an email to the Board with this information, at the end of this agenda as Appendix A. The consensus was that these tasks are being covered or will be when they come up.

It was agreed that any time something comes in to the mqtuuadasst email that the Board needs to approve, the email should be forwarded to the Board for discussion.

Christie volunteered to do name tags and maintain the digital file collection, including the use of Google Drive. She will contact Erin and Anne Stark about what was previously done. Mary suggested that a recent version of the directory may be on Google Drive.

The seven year old MUUC Toshiba computer is very slow. Jill purchased two two terabyte drives in January. The process of having current data transferred to them was a project in progress in February. The admin and Erin transferred all of the current information to the drives. Jill and Christie will work on saving the treasurer's reports to the drive(s).

VII. Spiritual Exploration Reports: SE and OWL:

Status of funds for OWL and SE requested by Sarah Johnson in light of the new budget. Her email request from May, at the end of the agenda as Appendix B, was reviewed. OWL will be funded. Susan moved to approve the \$1,000 Sarah requested, Jill seconded. Approved unanimously.

Martin brought up that OWL instructors should be trained and/or background checked, Jill agreed. Christie motioned that a background check be done by MUUC for Henry, Jill seconded, approved unanimously. The question of who will actually submit the background check was not discussed.

VIII. Old Business

A. Munroe Husbands UUA Grant for lay led congregations: At Jill's request, on Monday, June 6, Susan forwarded information on this grant to Sarah Johnson. Mary had previously determined that funds for the grant are available.

On June 9, Sarah replied as follows: "Ok, I can write this grant request if Board can provide me basic info for request." This would require a decision as to how we would spend the money. A quote from the grant's info letter suggesting how it may be used was attached as Appendix C. Susan put grant info on the top of the website and in the newsletter. There have so far been no responses from members or friends with suggestions as to what we should ask for. Martin sent an email as follows: "The board should discuss what it believes to be desirable and specific uses for any Monroe Husbands Grant funds we may obtain. There may also be focused suggestions from the grant organization that the board needs to be aware of." Tabled until next month.

B. Status of condensed history of MUUC - Susan made some small revisions and resent with the 12-20-21 minutes, including that we went to presenting services online when the pandemic hit. She also verified on the UUA website that MUUC is a Welcoming Congregation, so she left that language intact.

Mary would like to see information on what the size of the congregation has been over time. In February, Mary agreed to go to the UUA website to attempt to get this information. Mary looked into this, has membership numbers to add, and agreed to send them to Susan for inclusion in the history. Susan has not yet received the information, Mary will work on this and send to Susan.

C. Support from MUUC for the proposed 8th UU principle. According to Phil Lund, this was not to be decided at General Assembly. Phil Lund wrote as follows:

"Adopting the 8th Principle wasn't on the agenda for this year's GA. In fact, it will most likely never be brought to the UUA board or GA for adoption because there's already a process in place to revise the section of the UUA bylaws that contain the principles. It's called the Article II Study Commission. The Commission presented information multiple times at GA about their work. You can read more about it here: <https://www.uua.org/uuagovernance/committees/article-ii-study-commission/blog/8thprinciple>." Christie observed that the Evanston UUs have already incorporated the 8th principle into their materials. We need to consider this for our congregation. Tabled until August.

D. Jill suggested in February that she, Erin and Teri clean up and reorganize the office and the back room with Desi's help. Adam had agreed to fix the broken wall between the teen room and the office, and had obtained materials to fix the wall. This repair has not yet been made. The cleanup and reorganization will be an ongoing process. Martin is going to have a professional look at the broken wall.

E. Some suggestions for raising funds which were discussed previously:

a. Mary suggested that we open our parking lot to the congregations with whom we share our Triangle services, and possibly to Keweenaw UU as well, to use for overnight parking and RV parking, with a suggested donation for this use. Mary observed that this would apply to Chocolay Township and Marquette County. Mary looked into this, and Chocolay Township ordinances, and was not able to find any reason why we cannot explore this option further. FYI, we are zoned Residential 1. Mary agreed to contact the Keweenaw, Petoskey and Bay de Noc congregations and draft a communication to send to them and email it to the Board before sending to the leadership at each church. She had not done so because she wanted to know about tent camping and access to the building. The Board's response was no to both, we are offering an unlit parking space for self-contained vehicles/RVs. We will bring this opportunity up at the next Triangle service. We will offer this parking opportunity on Fridays and Saturdays, and will welcome attendance at the service on Sunday. Those who parked in the lot may make a donation then. Christie and Mary will collaborate on a letter to the leadership at the other churches to be completed by the next Triangle service.

b. Laura and Jill had planned a car wash at the meeting house parking lot on Saturday 6/25 to connect with the neighborhood and raise funds for UU Youth and a possible charitable cause. This was postponed due to lack of availability of the UU Youth and others to do the work. Jill observed that other Marquette locations are available for this MUUC event. Laura suggested that we set a tentative date for a car wash at the meeting house this summer, far enough ahead to determine whether enough help will be available to make it happen. Jill and Laura suggested Saturday, 7/30. Susan will put a notice in the newsletter calling for help. Christie suggested signing the road with the date and time of the car wash a few days ahead of time if there is enough help committed by then. Half of the car wash proceeds will go to UU Youth and half to UPAWS. Approved unanimously.

F. Stewardship.

A link to an online pledge form has been placed on top of the first page of the MUUC website and also in This N That. The link will be sent out with each issue of the newsletter and will continue to be available on the first page of the website.

G. At the Annual Meeting on June 5, three members of the Board of Trustees were elected: Jill Malin (two years), Martin Steindler (one year) and Christie Wagner (one year). Susan Urban is continuing on the Board of Trustees for the second year of her first two year term. Jill and Susan will continue in their present roles of Treasurer and Secretary respectively. Christie was selected as President, Martin was selected as Vice-President. Susan and Christie will work together on the next Board agenda.

H. Congregational Leadership Updates from the UUA: Due June 30, 2022, although this date is flexible depending on when Board roles are assigned. Jill sent an email saying "This was something Erin was going to do, we have a form to fill out and send." Jill will forward the email to Christie, Christie will fill out the form.

I. Patriot software that was used to pay the admin. We no longer have an admin for whom we need to do payroll forms. Jill looked into whether we will continue to have to pay for the use of the software each month when we have no submissions of employee data. She determined that we will need to pay. The Board agreed unanimously that we should keep the software until the end of the year, since at that time all necessary IRS and SS filings will be made automatically. Mary asked if we can end the year at the six month point so that we don't need to pay for the rest of the year. Jill will look into this.

J. Passwords on email access to mqtadasst and bot email accounts have been changed. It was observed last month that the Zoom account and the Nicolet Bank account passwords need to be changed too. Christie will change the Zoom password to [REDACTED]. Jill observed that there is no one password for Nicolet Bank, each user creates their own, and so no change is needed.

Erin Kilbourn-Mims should be removed from the list of people who can look at the Nicolet Bank account. Jill will see that Erin is taken off the account. Mary will stay on as a viewer. Jill will see that Christie Wagner and Martin Steindler are added as viewers.

K. Frequency and administration of services over July and August. In light of the overall lack of response to calls for presenters and Zoom hosts in July and August, Jill and Susan made up a schedule of services based on the information they had at the time. This includes some outside presenters recruited by Susan, and included two Sundays off due to lack of personnel (July 3 and July 31). Martin agreed to speak on July 31, Christie agreed to host.

L. Mary asked last month if the Annual Meeting got recorded. It did not. Mary agreed to put her notes together as minutes and email them to Board members. Mary will get this done and send to all Board members. Susan will add these minutes to the website.

VIII. New Business

A. NLH building rental – Mary sent an email as follows:

Northwoods Learning Hub (“NLH”) contacted me with interest in renting our space, on Thursdays, from Sept 2022 thru May 2023. The youth schooling group used our meetinghouse in Fall 2019. I gave a "tentative OK," but said I would need to contact the Board, and that a BoT meeting is scheduled this Sunday. The previous rental was \$100 per day.” The Board approved this use unanimously. A building rental form and use agreement needs to be filled out and signed by NLH, and a Board member will need to sign the documents as well. Christie and Jill will look at the previous documents and draft new ones based on those. Mary will communicate Board approval and will tell NLH that a new agreement is needed.

B Teri Rockwood said in an email that she would like to see MUUC consider going to services three Sundays a month, as many other small congregations. The Board decided that this was not an idea that we care to pursue at this time. Jill will communicate this decision to Teri.

C. Martin wrote in an email as follows: “The board should initiate discussion and focus on those activities/conditions that are likely necessary for a successful future. These could include effective activities and Sunday services at the meeting house aimed specifically to bring people into the building and reconstitute the MUUC community.” Discussion tabled until August.

D. Martin also wrote in an email as follows: “It may be useful to develop and identify a position of MUUC on local (Marquette) topics that could answer the question (by seekers) about what it is we stand for, recognizing that we must avoid political positions to retain tax exempt status (as I understand it).”

This was an important part of the advice we got from Phil Lund, Congregational Life Consultant of the UUA MidAmerica Region, when Jill, Martin and Susan met with him via Zoom on June 30th. The Board discussed some of his ideas on this.

E. Possible workshop with Phil Lund at MUUC. At the June 30th meeting with him, Board members present expressed support for the idea of his coming to MUUC in Fall to do a workshop for MUUC members and friends on the future of the congregation. Phil L. suggested September 9-10 or September 17-18.

Because of the high cost of motel rooms in Marquette on September 17-18, he later said he preferred September 9-10. Susan pointed out that the Triangle service on September 10 would most likely be the traditional end of summer water ceremony, but that since it would be online only, and not specifically for MUUC, there might be little in person attendance.

Susan suggested to Phil L. that we could probably find a reasonably priced, if not lavish, motel room for him for September 17-18. February Sky is presenting on September 18. Susan suggested to Phil L. that they could do an "earth" homecoming service, and we could make that weekend MUUC's big "return from Summer and renewal" event. Phil L. was quite enthusiastic about this idea, He wants to participate in the service and have the workshop after the service. He would need \$300 for a motel for Saturday and Sunday nights. His services are free, although a donation to the UUA's Friends of MidAmerica to help support their work would be gladly accepted. The visit to MUUC by Phil L. on the weekend of September 17-18 was approved by the Board unanimously. The Board agreed to charge half of the \$300 motel charges to Sunday Services and half to Spiritual Exploration. In addition, it was agreed to contribute the standard \$50 honorarium for outside presenters to the UUA's Friends of MidAmerica. Susan will communicate our answer to Phil L.

F, Monthly day and time for next MUUC Board Meeting: Sunday, August 21. 12:30 p.m.

G. Board Member/Zoom Host presence at upcoming services: July 24: Susan, Zoom Host Christie; July 31: Christie; August 7: Jill; August 14 (Triangle service): Jill; August 21: Susan, Zoom Host Christie; Sept. 4, Jill.

IX. Adjournment: 4:00 p.m.