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Draft of PCUU Board of Trustees Monthly Meeting Minutes

April 19, 2020

Mike Meshak, President, called the meeting to order at 4:35 PM virtually via Zoom rather than in-person, because of health concerns created by the pandemic and out of respect for the recommendation of public health professionals that people engage in “physical distancing.”

Present: Mike Meshak, President; David Miessler-Kubanek; Kathy Juba; Charlie Cizio; Sam Wilson; Gary McGraw; David Wise DFF; Rev. Rebecca.

Marion Patterson, observing.

Absent:

Chalice Lit: Chalice lighting by Rev. Rebecca.

I. Staff Reports

- Director of Faith Formation: Reviewed. Kudos to David Wise for all the technology work that makes online services and meetings possible. One lavalier mic may need to be replaced as it is falling apart.
- Operations Coordinator: Reviewed. Great graph on energy usage. Mike: could share the graph at the congregational meeting.
- Custodian: Reviewed.
- Minister: Reviewed. With the new HVAC installed, the Energy Efficiency group will meet again. Rebecca will arrange this. Rebecca mentioned a third Vanco social giving option, using text messaging, for \$5 monthly fee. It was agreed to trial this, and Rebecca will set it up and inform members

II. Regular Agenda Items

- Minutes of the March 14 Board meeting: Mike says he will make sure official copies of church documents are in a permanent, accessible place for current and future leaders and staff. Charlie moved/Kathy seconded. Minutes approved.
- Treasurer’s Report: Balance sheet does not reflect the latest AC and furnace that Rebecca put into her report. Rebate was a couple hundred dollars. Rebecca shared that a loan would be available through the CARES Act as a result of the coronavirus. Gary



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stated there would be work to get it and work to get it forgiven. It would be for payroll and some other costs. No funds are available now but maybe will be again in the future. Rebecca will reconsider this loan in the future if our financial situation warrants it.

- Recording of Zoom service/meetings: Only services are recorded. David Wise has been extremely careful to protect everyone's privacy .
- Perpetual Calendar (Policy and Bylaws, one each per month)
 - Review Board – Minister limitations Policy (4.1)
 - Safety policy: David and a Safety Team put together a comprehensive Safety plan for the church. Training on and implementing the safety procedures are now all on hold until pandemic lets us go back to meeting in the church building.

IV. Our Progress on Developmental Ministry

Kathy shared her conversation with our Midwest Region UUA contact, Phil Lund, regarding procedures for evaluating a church's developmental ministry. Phil will provide support; we need to figure out what we want/need for support. It will be free if done virtually. If we decide it would be helpful for him to come for a weekend, there would be some cost involved.

Each board member evaluated one area. Mike will share all of those reports with all of the Board members soon.

Kathy shared a UUA Developmental Ministry evaluation form. Each board member will fill it out individually and send in to Mike who will then compile them.

Unofficially, it is the board's sense that three of the five goal areas (Governance, Financial Stewardship, and Outreach to the Broader Community) are either complete or close to complete. Membership and Communications need more time to complete.

- Governance – Mike reporting:
- Financial Stewardship – Charlie reporting:
- Membership – David reporting
- Communications – Sami reporting:
- Outreach to broader Community - Kathy reporting:

III. Other Business for the Good of the Church

May Congregational Meeting:

A motion was made to hold the Annual Meeting virtually on May 17 at 12:30.
Made/seconded/passed.



PEOPLES CHURCH
UNITARIAN UNIVERSALIST

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V. REMINDERS

- Next BOT meeting: The newly elected Board will set up a meeting that works for their schedules.

“Good byes” from Mike, David M.K., and Kathy as their terms are all ending at the May congregational meeting. All expressed gratitude for their time served. David M.K. reminded the board that a new secretary will need to be selected when the new board convenes.

Adjourned: 6:04 PM

Respectfully submitted,

Kathy Juba

Substitute secretary