



UNITY  
TEMPLE  
UNITARIAN  
UNIVERSALIST  
CONGREGATION

**BOARD OF TRUSTEES MEETING MINUTES**  
**Unity Temple Community Center**  
**6:30 PM, April 14th, 2020**

Chalice lighting and Centering	Ed	6:30 pm
Check-in		6:35 pm
Consent Agenda		6:45 pm
Virtual Worship & Coffee Hour Discussion		7:15 pm
Finance/Budget Discussion	Lynne, Elizabeth et al	7:30 pm
Policy: CHART members official approval Personnel Team Candidates		8:00 pm
Updates: Chats with the Board – Formats, Topics, Dates By-Laws revisions	Stephanie Ed & Kimberly	8:05
Executive Session	BoT	8:15
New Business		
Adjournment		8:30

**Attendance**

- Erik Wise, Teresa Powell, Elizabeth Plummer, Julie Willoughby, Willa Shultz, Rev. Alan Taylor, Rev. Emily Gage, Stephanie Kiesling, Lynne Hensel, Tina Lewis, Rich Pokorny, Aisha Ellis, Kimberly Brumirski, Ed McDevitt
- The meeting was called to order at 6:35 p.m.

**Centering - provided by Ed McDevitt**

- Read a Poem “Spring Arrived”

**Check-in with all attendees**

**PPP application**

- On April 3, 2020, the Board voted unanimously in writing to authorize application for a federal loan up to the maximum amount allowable by law under the Coronavirus Aid, Relief and Economic Security Act.

#### **Review of the Consent Agenda**

- Willa highlighted the positives things going on and the way the staff has allowed for people to be connected.
- Lynn gave update on working with Byline Bank (purchased Oak Park Community Bank). They have not opened a “portal” to allow us to apply for the SBA loan. We will be contacting congregational members who may have contacts with Byline upper management.
- Due to challenges to Byline, in future we will be investigating using a new bank. One option is Forest Park Bank. The SBA loan process is not the only experience that has gone poorly
- Kimberly ask about meeting with UTRF
- Ed motioned to approve, seconded (unanimous)

#### **Feedback on Online Service and Coffee Hour**

- Willa suggest having the BOT start the announcement in beginning again
- Breakout groups for coffee hour is working well
- In larger group for coffee hour, the holding people in our hearts sharing is important
- Alan’s team is helping people that are having challenges with the technology
- Tina is working on how to follow up with newcomers and visitors that are attending online

#### **Finance/Budget Discussion from Elizabeth**

- The FLW Foundation has laid off all staff. Revenue will be reduced from lack of tours and weddings being moved to fall
- Finance committee is asking BOT to reach out to people who reduced their 2020 pledge. The list has been vetted by A-team to not include people who are unable to give. A script will be provided to facilitate the conversation.
- 50+ households have not pledged for 2020
- There will be some savings from the temple being unoccupied (heat, cleaning etc)
- Shortfall is from reduction in giving from \$85K and 50-70K for rentals lost

#### **Approval of CHART members**

- Ed McDevitt
- Anne Devaud
- Alice Ocrey
- Julie move to approve members, seconded (unanimous, Ed abstained)

#### **Approval of new Personnel Team member**

- Lisa Gariota
- Nita LaCrone
- Rich moves to approve members, seconded (unanimous)

#### **Approval of new Finance Committee member**

- Jerry Seeber
- Terri moves to approve new members, seconded (unanimous)

#### **Bylaw Revisions from Kimberly**

- Ed, Kimberly and Willa met ahead of time
- Goal of this agenda item is to make BOT and A-team aware and not final approval or disapproval
- option 1 – Removing the requirement to use of Roberts Rules of Order
- option 2 – Article 8 Removing requirement for holding program council meetings (currently required and we are not doing it)
- option 3 – Article 8 use of the word “management” for BOT change to “operations” or “oversite”
- option 4 – Changes to Article on ministry
- option 5 – Changes to Article on social mission

#### **Chats with the Board from Stephanie**

- Monthly the Sunday following the board meetings
- First one will be 4/19 via Zoom

#### **Executive Session**

- Ed motions to enter executive session at 8:45, seconded (unanimous)
- Terri motions to exit executive session at 9:06, seconded (unanimous)

#### **New Business**

- Willa asked if we can get a date set in next 4 to 6 weeks for a board retreat
- Stephanie will setup a Doodle Poll

#### **Adjourn**

- Terri motion to adjourn, seconded (unanimous)
- Meeting adjourned at 9:12 pm

Respectfully Submitted,  
Erik Wise