

**Towson Unitarian Universalist Church
Board of Trustees
July 20, 2022 Meeting Agenda**

Date/Time:	7:30 pm
Meeting:	Board of Trustees Monthly Meeting
Participants:	Patty Barry, Andrew Hager, Ellie Hughes, Larry Magder, Michael Magrogen, Tracey Myers-Preston, Rev. Clare Petersberger, Susan Riggs, Sam Saalfeld
Absent:	Rev. Clare Petersberger
Guests:	Robert Canosa
Location:	Zoom
Next meeting:	Sunday, August 28, 12 - 3 p.m.

Pre-meeting Action Items:

Activity	Owner	Target Date
These action items are to be completed before the meeting. Often, they are related to consent agenda items, which are items for which there is no discussion unless a member has a question concerning them.		
Sign-ups for chalice lighting and process observation – to Patty Barry	All	7/20
Read and provide revisions of minutes from previous Board meeting	All	7/20
Read reports	All	7/20

The meeting convened at 7:33

Chalice Lighting	Patty Barry
-------------------------	-------------

Go-Around Question	All
---------------------------	-----

Consent Agenda	Owner
Approve minutes from the June Board Meeting	Susan Riggs
Accept President's Report (Appendix 1)	Andrew Hager
Accept Treasurer's Report	Larry Magder

Discussion Agenda	Presenter
Andrew Hager asked the Board if any items need to be moved from the consent agenda to the discussion agenda.	Andrew Hager
<i>Agenda Item #1 - 30 minutes</i>	
<p>Personnel Committee Report</p> <p>Robert Canosa, Head of Personnel Committee, highlighted changes to the Personnel Manual made since the last Board meeting. These focused on policies regarding types of leave and simplified leave calculations. Language was clarified in several areas, including bereavement leave. These changes reflected the requests of the Board. Employees will receive a new manual and benefits chart.</p> <p>Andrew moved that the Board approve the Personnel Manual as submitted by the Personnel Committee, effective retroactively to July 1. Unanimously passed.</p>	Ellie Hughes and Robert Canosa
<i>Agenda Item #2 – 15 minutes</i>	
<p>DRE Search Committee Update</p> <p>Ellie Hughes recapped the process for new Board members.</p> <p>The job description developed by the Committee was posted in mid-June on Facebook, TUUC's website, UUA listserves and jobs websites, and through the career networks of nine local universities. Unfortunately, no applications had been received as of the Board meeting date., The Committee has moved into a recruiting mode, including reaching out to their own networks. Ellie appealed to the Board to assist in this networking effort.</p> <p>The RE Committee has planned for the fall, even if the DRE is not yet in place.</p>	Ellie Hughes
<i>Agenda Item #3 – 15 minutes</i>	
<p>Approval of Digital Mixing Board Expenditure</p> <p>The A-team met and based on the recommendation of Sue Royer, requested that the Board approve funds for purchase of a new digital mixing board. Currently, running a multiplatform service is difficult for the AV team, as it is hard to set volumes correctly for Zoom and in-person.</p>	Andrew Hager

<p>In the budget from last year, leftover PPP money was placed in the Building Fund, to be used for capital expenses and improvements regarding accessibility. This expenditure does impact accessibility, both for those who cannot be in the building and may also be useful for those in the building who need amplification for hearing.</p> <p>The cost estimate is \$12,487, which does not include a desk or other solution for securing the mixing board.</p> <p>The motion passed unanimously.</p>	
<i>Agenda Item #4 – 15 minutes</i>	
<p>Miscellaneous</p> <p>Michael asked about the five-year revision of the mission statement. Andrew will reach out to Sue Royer about this process.</p> <p>A new Covid Matrix from the A-team was presented. Within guidelines of the CDC, this framework gives more power to the Board. The A-team can request the Board to close the church or the Board can decide to do so immediately. The time to ease restrictions is reduced from 60 to 30 days. Rules also apply to any renters .Approved unanimously.</p> <p>Andrew raised the idea that TUUC should form a committee to review safety (examples: fire drill, tornado, active shooter.) Ideally, members would represent different groups (ushers, RE, etc)Pre-covid, a committee was looking at this, but it has been dormant since the shut-down. The suggestion was made to perhaps work with Baltimore County Police for training and look at UUA resources as well. . Tracey and Patty volunteered to take part.</p>	Andrew Hager
Agenda items for the next Board meeting	Andrew Hager
Process Observation Report	Susan Riggs

Having no further business before it, the meeting adjourned at 8:43.

**Appendix 1:
President's Report**

July 17, 2022

The first two weeks of my presidency have been relatively quiet, which I am taking as a good sign for the next two years.

On July 3, I served as the Nursery Care Coordinator.

On July 17, I led a service about aging and mortality as it relates to the music of John Prine.

Cabin Fever met on July 3 and July 10 for virtual discussions of *Mudbound* and *The Battered Bastards of Baseball*. The group had its first cinema field trip on July 17 to see *Cabaret*.

Respectfully submitted,
Andrew Hager

**Appendix 2:
Personnel Manual**

[file:///Users/patriciabarry/Downloads/New_Personnel_Manual2022_FINAL%20\(1\).pdf](file:///Users/patriciabarry/Downloads/New_Personnel_Manual2022_FINAL%20(1).pdf)