

**Attending:** Beth Cliff, Stapley Emberling, Deb Garskof, Luke Garvey, Steve Grathwohl, Andy Gundell, Brain Lasher, Wendy Levy, Ravi Sankar, and Rev. John Morehouse (ex-officio) **REMOTE BY ZOOM**

**Absent:** None

**Guests:** None

Agenda/Topic	Discussion	Motions & Votes (M/S/V); Actions
Opening	L Garvey called the meeting to order at 7:06 pm.	
Check-In & Opening Reading	Check-in skipped for time constraints. L Garvey read a reflection from Theodore Roosevelt.	
Consent Agenda	Approval of 10-18-22 Board Meeting Minutes	<b>M/S/V:</b> To approve the Consent Agenda: Passed. October 18, 2022, BOT Mtg Minutes <b>Approved.</b>
Sr. Minister's Report	Rev. Morehouse reported on Priority End #1.2.4 as it relates to "Engagement." See Sr. Minister's Report for November. Discussion about whether to consider adding a 9:00 am Service again or moving single Service start from 10 am to 10:30. Rev. Morehouse has been discussing this with COM and will raise it again. Discussed surveying the Congregation.	Rev. Morehouse will bring the service timing question to COM.
Healing & Resilience Task Force Report	L Garvey reports that after investigating 3 options, the committee recommends selecting Rocky Mountain Center for Positive Change/Appreciative Inquiry (with Barbara Lewis as lead). Funding has been generously made available for this initiative by Ken and Jerusha Vogel. The Board will vote tonight whether or not to approve this selection and then a 2/3 vote of approval from the Congregation will be required to ensure program support.	<b>M/S/V:</b> For the Board of Trustees to support the Healing and Reconciliation Task Force's proposal to engage Rocky Mountain Center for Positive Change/Appreciative Inquiry as funded by a donor: Passed. <b>Motion Approved.</b>  <b>Rev. Morehouse will confirm amount of funding</b>
Communications Strategies Report	B Cliff was asked to report to the Board on Communications in her capacity as volunteer Director of Communications, reporting to Rev. Morehouse, as CEO. She shared that there are 4 communication channels she works on: (1) "top down" messaging information to the Congregation from Ministers & staff and, on occasion, the Board, via Soundings (now with a 53% open-and-read rate, which is up from 20% in the past), our website, eblasts (rare), and posting on the bulletin board in the foyer; (2) sharing info to the public at large RE Sunday Services, special events, and activities (the local Patches,	

	<p>Hamlet Hubs, News12, CT Post, WOOG blog, etc.); (3) enabling internal communication amongst congregants to one another, through committee email groups, our social email group, Caring Network, and Quarterly Committee Head meetings; (4) using multiple Social Media, including Facebook (public page and private group), Instagram, Twitter, and Linked In.</p> <p>B Cliff noted that an opportunity for further exploration lies within the congregant-to-congregant channel. In addition, more contemporary ways to expand communication in the future include the possibility of podcasts, texts, videos, and a revamped website.</p> <p>B Cliff shared that we currently lack a platform for folks to share opinions with each other on official congregational business. The current sites (see (3) and (4) above) are designed to help one another and to share social information, but official business is purposefully excluded from these channels. So, if congregants want to engage in public discourse about an issue, particularly if the Board or Ministers have shared opinions that some congregants would like to counter, there is not an easy avenue to do so other than the Town Halls, which have been the traditional way to express dissenting opinions. This is something we might want to ask the CEO to address in the future. Some suggestions shared by B Cliff include: a section in Soundings for Letters To The Editor; postings by congregants on a bulletin board in the foyer; an anonymous Suggestions Box; use of the COM to seek out and listen to voices of dissent and/or complaints.</p> <p>Everyone agreed that whatever the solution, it is crucial that congregants abide by our Covenant of Right Relations when communicating with each other.</p> <p>Also noted, B Cliff has been the volunteer for Communications since 2019; Rev. Morehouse and the Finance Committee need to be aware of cost considerations should she step away from this volunteer role in the future. That work would need to be picked up either by other volunteers or by a paid position.</p>	
<p>Barry Finkelstein and Strategic Planning with Stewardship For Us</p>	<p>Town Hall Sunday November 20 to introduce this initiative and Stewardship For Us to the Congregation; Congregation as well as leaders need to be engaged for the process to work. Critical for us to get a handle on our financial standing.</p>	
<p>Payroll Tax Refund (IRS Employee Retention Credits)</p>	<p>S Grathwohl discovered possible tax credits that TUCW might qualify for, and he oversaw the application process. As a result, TUCW is expected to receive a payroll tax refund of \$78,482 (\$32,849 as a credit for the 4<sup>th</sup> Quarter of 2020 and \$45,633 as a credit for the 1<sup>st</sup> Quarter of 2021).</p>	

	<p>The Board heartily congratulated S Grathwohl, and remarked that in 2020, also due to an assistance program S Grathwohl learned about on the news, TUCW had applied for and was awarded \$112,900 as part of a federal payroll-protection relief package for eligible non-profits during the 2020 COVID-19 pandemic. These large financial gains for TUCW are entirely due to our Treasurer's diligent research on behalf of TUCW for programs that could benefit our Congregation.</p>	
<p>Treasurer's Report &amp; Requests to Endowment</p>	<p>The Treasurer's Report was given by S Grathwohl. See his November Report, posted on the website, for details. Discussion on how we might best use the retention credit (\$78k) expected in early 2023. The Endowment Committee has pledged a \$30,000 allocation to the Operating Budget for this fiscal year. S Grathwohl recommends the Board ask Endowment to provide that money now rather than at year end to improve cash flow, as well as request the \$21K available from the Jan Parks Social Justice Fund to the Operating Budget to be allocated toward current expenses in the budget for social justice work.</p>	<p><b>M/S/V:</b> For the Board to request that Endowment provide the annual \$30k allocation to the Operating Budget now rather than at year end: Passed. <b>Approved.</b></p> <p><b>M/S/V:</b> for the Board to request that Endowment provide the \$21k Jan Park Social Justice Fund allocation to the Operating Budget now rather than at year end: Passed. <b>Approved.</b></p>
<p>Information Reports</p>	<p>IR reports were tabled until the December meeting except for the following:</p> <ol style="list-style-type: none"> <li>1. Tech Team. A Gundell reported that Rob Laug paid for new equipment in emergency situation; he suggests we consider putting a professional tech advisor on a modest retainer; A Gundell will put together simple proposal.</li> <li>2. COM Vacancy</li> <li>3. Naming Committee Update. B Cliff reported that the 3<sup>rd</sup> informal vote to select the winning name of the 3 top choices is ongoing until Sunday; the winning choice will be announced after 5 pm on November 20 and that name will then be stated in the Call To Meeting for the Dec. 11 Congregational Meeting to vote on the name. Should the motion to change the name be successful on Dec. 11, the second Congregation Meeting is scheduled for January 29 to vote to ratify the change.</li> <li>4. Discussion of a few unintended consequences resulting from S Grathwohl's Nov. 10 Letter to the Congregation from the Treasurer. Rev Morehouse, A Gundell, B Cliff, S Grathwohl, and L Garvey addressed the matter of anticipated financial costs if our legal name changes.</li> <li>5. End of Capital Campaign recognition. D Garskof reported that A Pfluger has strongly suggested the church recognize the end of the Capital Campaign and formally thank the Committee for its hard work. The</li> </ol>	<p><b>M/S/V:</b> To approve Melanie Allen as Interim Appointee to the COM, to serve until the next elections, in June 2023: Passed. <b>Approved.</b></p> <p><b>M/S/V:</b> For the Board to endorse the ordination of Carrie McEvoy and to bring the proposal to a Congregational vote.</p>

	<p>Board enthusiastically supports this. D Garskof will ask the Committee for ideas.</p> <p>6. Ordination of Carrie McEvoy. Rev. Morehouse will provide cost estimate. This will be put to Congregational vote, possibly on January 29, if a second Congregational Meeting is called for that day to ratify a new name (if a new name is approved on December 11).</p> <p>7. The Planning Committee for the December 11<sup>th</sup> Congregational Meeting (consisting of L Garvey, B Cliff, S Emberling, R Laug, J Cooper, K Vogel, and Rev Morehouse) will meet next week by Zoom and sort out logistics, the tech capabilities, and work through any kinks.</p>	
Executive Session	<p>Executive Session called, Board-only discussion.</p> <p>The Board had also convened for an Executive Session from 6:45-7:05 pm to hear concerns from a congregant.</p>	
Check-Out and Assignments	<p>S Emberling will draft Call To Meeting, which B Cliff will send out the evening of November 20; S Grathwohl will meet with Monitoring Committee to determine monitoring schedule; W Levy will speak with Carrie McEvoy; D Garskof will review the contract from Barbara Lewis and the Rocky Mountain Center for Positive Change/Appreciative Inquiry</p>	
Process Observer	<p>W Levy reported we ran late but discussions were substantive and respectful.</p>	
Closing Reflection	<p>B Cliff read a Joseph Wertheim piece from the Soul Matters packet.</p>	
Adjournment	<p>The meeting was adjourned at 9:40 pm.</p>	
	<p>Next Board Meeting: Tuesday, December 20, 2022</p>	

Respectfully submitted,  
 Deborah Garskof, Assistant Secretary, and  
 Stapley Emberling, Secretary for the Board of Trustees  
 For November 15, 2022