

UUCY Board Meeting 11/18/2025 Minutes, 7:00 pm in Person

Attending: Charley Alcorn, Julie Amberg, Rev. Christin Green, Carol Stowell, Jake Miller, Lisa Paulos, Patty Stump

Excused: **Leslie Johnston**

Guests: In person- Deb Gogniat, Dan Fink , Donna Alcorn

Time Keeper: Jake Miller

The Board Covenant is included in each agenda for our meetings. I am including this in these minutes only.

Understanding that the promises we make to each other form the foundation of congregational life and guided by our mission, we, the members of the Board of the Unitarian Universalist Congregation of York, enter into covenant with one another to ensure effective and compassionate leadership that moves our congregation forward. We promise to:

1. Respect and honor one another in the sacred work we do together.
2. Listen to each other with patience and an openness to all perspectives.
3. Assume good intentions.
4. Maintain confidentiality where applicable.
5. Attend Board meetings faithfully, coming prepared and ready to engage actively.
6. Communicate with fellow Board members if unable to attend a meeting.
7. Follow through with assigned tasks and ask for help if needed.
8. Accept decisions of the Board and present as one voice to the congregation.
9. If we do not keep our promises, we forgive ourselves and each other and begin again in love.

1 Opening Reading: Rev. Christin brought candles and lit them as we honored the joys and sorrows of members and friends.

2. Consent Agenda

a. October meeting minutes- There were several corrections and we agreed that Carol would rewrite them and send by email for revision and approval.

b. Minister's Report, - There was an inquiry about where packages should be placed when the office is closed. We need to remind Gretchen that materials she orders can be sent to her home. Regarding compensation for staff, Charley reminded staff that the church pays 80% of their insurance premiums, which are going up significantly.

c. Financial Reports & Collaboration minutes- there were no questions. Charley had asked for a Confidentiality policy but there was no agreement as to who would write this.

3. Our Foundation, Our Future Fundraising Update -Dan Fink/Deb Gogniat- Dan and Deb introduced the campaign they have developed and reminded the Board that they have both served as professional fund raisers. (Jon Paulos has also been working with the team but unable to attend this meeting) There will be 2 phases– the first is underway and involves reaching out personally to potential donors who can contribute \$5000 or more. This quiet phase will help secure a successful campaign. This has gone well and they recommend that we do have personal stewardship meetings with members at least every other year in the future.

After the new year and the general Stewardship campaign, we will enter Phase 2 to address all our needs. The Board will prioritize these projects based on stakeholder input and available resources. The Board thanked the team for their important work.

4. Chalice Lighter's Grant - Julie and Charley- have been working on a letter stating our intent which need submission by December 1. The final grant application is due February 1, 2026.

5. Period Products Project Grant - Donna Alcorn

Three years ago, Donna worked with several outside organizations to secure money to deliver women's period products to local food banks. Since then that funding has ended. She would like to apply for grants through YCCF and WellSpan. The applications require registering UUCY as the applicant. Carol made a motion to allow Donna to use UUCY as the grant applicant. Julie seconded the motion and it passed unanimously.

6. Our Foundation, Our Future update on volunteers and projects- Lisa has been successful in securing five project managers to oversee the renovation projects. They are Lynn Bortner, Tim Fulton, Scott Kling, Steve March, and Jake Miller. They will work collaboratively on the renovation oversight. **Scope of their Work:**

1. Assess and recommend to the board priorities of the projects based on need and cost.

2. Obtain quotes for projects (determined by the building and grounds and other committees). The final list of projects and priorities are the decision of the Board, but having an open process in terms of ideas is important and a way to bring in broader expertise (e.g. Collaboration Council and members with subject matter expertise).
3. Review quotes, make recommendations with reasoning to the board for final decision on vendor and where to prioritize.
4. Serve as point of contact with contractors.
5. Draw on resources from B&G and others as available for technical knowledge.
6. In the interests of clear communication with stakeholders:
 - a. Keep project tracker in the Google Drive up to date.
 - b. Store relevant information in appropriate folders in designated Google Drive.
 - c. Coordinate with Office Administrator as needed to get work done with minimum of disruption to church activities.
 - d. Work with the UUCY Chalice Lighter grant administrators to develop benchmark goals for the periodic reports to Chalice Lighter organization.
 - e. Provide report on progress of projects to Board as requested.

Completion: All projects to be completed and paid for within 3 years, per the terms of the Chalice Lighter Grant award. Task Force charge will be complete when all projects on the list approved by the Board are complete.

7. Holiday office closing between Christmas and New Year - Rev. Christin As the Minister and Chief of Staff, Rev. Christin proposed that the day after Thanksgiving (11/28/2025) and the week between Christmas and New Years (12/26/2025-1/2/2026) be granted to the staff this year as paid holiday leave. The Board discussed the request but wanted input from the personnel committee before a final decision on the December break. They requested this before the next board meeting. There was a motion to approve PTO for Friday after Thanksgiving. Five voted in favor and one voted no.

8. George Street project with Murphy and Dittenhafer -

On September 27, 2025, the Rental Task force requested via the designated board liaison that the "Rental Task Force" be charged as the UUCY liaison with Murphy and Dittenhafer Architects for the South George Street Vision Plan. Rather, Julie Amberg was designated as the liaison with Murphy and Dittenhafer Architects and no representative of the Rental Task Force was in attendance for the ensuing meeting on October 8. Julie provided a copy of the report on her October 8 meeting with Murphy and Dittenhafer Architects to the Board and also to the members of the Rental Task force with an apology for the oversight.

The meeting ended at 9:05 and the Board agreed to meet again In Person at the Sanctuary lobby at 6:00 and bring food to share for the holidays.

Respectfully submitted, Carol Stowell, Secretary