



CEDAR LANE

WHERE **LOVE** WORKS

CLUUC Board of Trustees Meeting Minutes
March 21, 2023

Attendance

Officers: Bob Essink (President), Roger Santodomingo (President-Elect), Sandy Dawsey (Secretary), Sandy Stalzer (Treasurer), Nancy Janssen (Assistant Secretary), Jack Rodgers (Assistant Treasurer)

At-Large Members: Sandy Shaw, John Dunn, Eduardo Hernandez, Stephanie Williams, Nancy Floreen, Mmamohau Tswaedi, Marilyn Emery

Staff: Abhi Janamanchi (Senior Minister), Ali K.C. Bell (Assistant Minister), Jennifer Morley (Executive Director)

Guests: Jack Welch, Maryann Dillon

Opening

The meeting began at 7:00pm. Centering words were provided by Rev. Abhi and Rev. Ali. Bob Essink read the Vision/Mission statement and Eduardo Hernandez read the Board of Trustees' Covenant.

Consent Agenda

Sandy D asked if there was any discussion of the Consent Agenda. There was none. John Dunn made a motion to approve the Consent Agenda, and Marilyn Emery seconded it. *All in favor.*

Change in Rev. Ali's Title

Rev. Ali explained that his position title (Assistant Minister) is nondescript, and it does not give people an idea of what he does. He would prefer the title of Minister of Congregational Life and Engagement, which better describes his activities, including multicultural ministry, pastoral care, engaging current members and attracting new members. Roger moved that Rev. Ali's title be

changed to Minister of Congregational Life and Engagement, and this motion was seconded by Marilyn. *All in favor.*

Approval of Emeritus Members

Bob proposed that 9 members be given Emeritus status. Several Board members asked what this designation represented. Abhi said that this was a special designation for members who were actively engaged over many years but were now unable to be engaged as much due to age or other reasons. Marilyn and Nancy F. asked how we track members and nonmembers now that one no longer needs to make a financial contribution to be a member, and what subdesignations of membership are there? Bob said we didn't have time today to discuss membership in detail. He suggested that we form a group/committee to review this and report back to the Board in April or May. Sandy Shaw made a motion to grant Emeritus member status to the 9 members whom Bob had proposed, and Marilyn seconded this motion. *All in favor.*

Election of FY2023-FY2024 Board President and Board President-elect

Eduardo made a motion to elect Roger Santodomingo to be Board President in FY2023-FY2024, and this was seconded by Marilyn. *All in favor.* Eduardo made a motion to elect John Dunn to be Board President-elect *All in favor.*

Resignation of Music Director, Adam Scott Graham

Bob discussed the current situation concerning Adam, who sent a resignation letter to Abhi, Jen, Bob, and the adult and bell choirs on March 16. Bob also forwarded this letter to the Board on March 16. Bob said that because of the contents of the letter, Adam had been placed on administrative leave, with full salary and benefits, for the 60 days of his notice period, and had been told to have no contact with anyone at Cedar Lane except for Bob and Jen. It was the opinion of the Board that Cedar Lane should consult a lawyer before responding to Adam further.

When asked how the music program would go on, Abhi said that he was in touch with Laura Weiss, the Music Director at the Unitarian Universalist Congregation of Fairfax, and other UUA musicians, and he was hopeful that we could hire a transitional director to get us through the current congregational year, and then form another search team to look for a permanent new Music Director. He said he would convene a small, 3-4 member team this week to help him find the transitional director.

Budget Development for FY2023 - FY2024

At the previous Board meeting, Jen and Abhi had asked the Board to give them programmatic recommendations to help them develop the FY23-FY24 Operating Budget. An ad hoc subcommittee of the Board met on March 15 to consider a number of possible initiatives and budget-related items (Appendix I), and ended up recommending only one, the Ministers' Sabbatical Fund, be included in the FY23-FY24 Operating Budget. This Fund was started

during this past year by a generous contribution by Raj Mehta and his wife, and the ad hoc committee estimated that setting aside \$5000/year, starting in FY23-FY24, would be sufficient to fund it going forward. Several Board members asked if this would be enough to pay for an interim Senior Minister, and Abhi said he did not know - it would be determined by who was available at the time this was needed, and what they needed as salary to come here.

Returning to the FY23-FY24 budget, Jen said that we should have a budget deficit that we can handle. Jack Rodgers said that the FPC committee estimates that if we continue to have budget deficits equal to the one in the current year, we will exhaust the Endowment in 6 years. He said that we may be OK for FY23-FY24, when activities will be slowed because of the construction, but when we get back in the building, expenses will go up. Bob said that this is why we have been having Workshops emphasizing how to create new non-pledge revenues.

Generosity Campaign

Jen reported that at this point we have raised \$518K in pledges from 136 households. She will circulate a list of ~60 families that she and Abhi hope Board members will sign up to visit (4-5 families/Board member). These will be engagement visits (what brought you to Cedar Lane, and what keeps you coming back?), to build relationships, not fundraising visits, and Abhi will send our notes on his suggestions for how to approach these visits.

Construction Task Force Report

Maryann Dillon reviewed activities in the past month (Appendix L). Construction is now underway, and asbestos abatement began on March 12. The nursery school has obtained a temporary license to use the Chalice House for the next six months. The Construction team is considering substituting engineered wood flooring for luxury vinyl tile (LVT) which is currently in the specifications. This would probably cost ~\$12,000 more. Everyone congratulated the communications committee for its excellent job keeping the congregation informed about the progress of the construction.

Financial Sustainability Schedule

Bob reviewed the Financial Sustainability Schedule of Activities (Appendix J). Because we did not have time at this Board meeting to discuss the results of the Financial Sustainability Workshop #2 or the Strategic Initiatives Fund Recommendations (Appendix H), the Financial Sustainability Schedule of Activities will have to be replanned, with several items pushed back one month. Because we are behind in several of these areas, the April 18 Board meeting will start at 6:30 pm.

Closing

The Participant Observer, Stephanie, observed that the meeting went well. For a closing meditation, Nancy Floreen said "Just Do It"! The meeting adjourned at 9:00pm.