

UNITY CHURCH OF ALBANY
Minutes of the Board of Trustees' Meeting
October 21, 2021

Participating in Board Meeting (via Zoom call, 5:00 PM EST): Peggy Kaufman, president; Carol Morris, vice president; Karin Reinhold, treasurer; Patricia Wood, secretary; Dottie Frament, trustee; Heather Diddel, trustee; Dave Ferrill, alternate trustee; Rev. Roger Mock, assistant minister

1. **Call to Order:** The meeting was called to order at 5:10 pm.
2. **Approval of October 21st Agenda:** A motion was made to add the topic of 2022 Board Nominations to the agenda. With this addition, a motion was made to approve the revised agenda. Motion was seconded and approved.
3. **Approval of September 16th Board Meeting Minutes:** Motion/second/approved.
4. **Congregational Remarks:** Rob Geyer requested permission to produce his play "Nine," on April 17th during the 2022 Easter Week. Request approved. Fred Elfenbein requested permission to coordinate a Thanksgiving dinner on November 25th. Approved, contingent on Covid conditions, with Fred arranging for more help and participants providing proof of vaccination. There was also a request for Unity to coordinate a music "coffeehouse" program in January. More details and discussion will be needed before permission can be granted. There was also a suggestion to revise the Unity Albany Core Values Statement to include the phrase "We embrace diversity, equity, inclusion and wholeness." This suggestion will be posed to the congregation at an upcoming Town Hall Meeting.
5. **Senior Minister Search and Find Committee:** The Senior Minister Search and Find Committee recommended that the application from Reverend Brigid Beckman be considered by the Board of Trustees. It was proposed that in addition to her service message on October 31st that she also present a workshop for the congregation. After some discussion, it was proposed that Reverend Brigid present a workshop on Saturday, October 30th, from 10 am to 12 pm. It was also suggested that the Board host a Zoom session for congregants to share their perspectives on Reverend Brigid as a prospective Senior Minister on Thursday, November 4th at 5:30 pm. An online (and print) evaluation survey will be circulated to the congregation after her service presentation on October 31st.

6. **Staff Reports:** Reverend Roger Mock reported that he was arranging for Sunday service speakers for the Advent and Christmas season. He was working with Carol Morris and others on the year-end White Stone service.
7. **Finance Report:** Karin Reinhold reported on Unity Albany finances. She announced that for September, revenues/love offerings totaled \$10,518 and expenses were \$13,626, resulting in a deficit of \$3108. With Nina Corcoran-Forgette's being on maternity leave, salary expenses were lower, but this added to ongoing concern that inadequate revenues were being collected to support church operations. She urged that as the church hoped to hire a senior minister in the coming weeks, it would be essential to gain stronger financial support from the congregation to support all current and future staff salary and benefits expenses. A plan is needed to communicate and better inform the congregation of the need for additional donations, as well as a year-round plan for fund raising. Motion to accept the finance report was made; motion seconded and approved.
8. **October 24th Town Hall Preparation:** Peggy Kaufmann solicited input from the Board regarding agenda items for the upcoming Town Hall meeting. Suggestions included a detailed finance report; reactions to Reverend Brigid's presentations; updates from the Buildings and Grounds Committee.
9. **2022 Board of Trustees Nominating Committee:** Carol Morris volunteered to serve as the Nomination Committee Board representative. She will serve with Geri Ann Liacona who will serve as congregation representative. Roger will serve as the staff representative until a new Senior Minister can step into this role.
10. **President's Report:** Peggy Kaufmann reported that she would seek help in coordinating a Year-End/Thanksgiving season fund raising appeal. It was suggested the letters be distributed before Thanksgiving, via hard-copy mail and e-mail, as a follow-up reminder. She also asked if the Board would help with updating the current Senior Minister job description. Dave Ferrill, Dottie Frament and Pat Wood offered to assist. Peggy also asked for a working group to develop a proposal for the senior minister salary and benefits. Karin Reinhold and Pat Wood will assist.
11. **Adjournment: Board Meeting:** The meeting adjourned at 7p.m.

Respectfully submitted by Patricia Wood, Secretary, Board of Trustees