

Minutes for Unity Church of Albany

Board of Trustees

Meeting for Prayer with Attention to Business

Thursday, June 10, 2021

Present in person at Unity Church in Albany: Peggy Kaufmann, president; Carol Morris, vice president; Karina Reinhold, treasurer; Heather Diddel, acting secretary; Dottie Frament, trustee; Dave Ferrill, alternate trustee; Rev. Roger Mock, assistant minister.

Absent: Pat Wood

1. **Call to order and opening prayer:** 5:47 pm (Rev. Roger Mock offered a prayer)
2. **Affirmation for new minister**
3. **Review and Approval: Agenda for 6/10/21: m/s/v approved.**
4. **Review and Approval: Minutes for 5/20/21: as amended, m/s/a approved.**
5. **Congregant remarks**

Board members received remarks about reopening from four congregants. Two congregants: reopen very carefully and follow the guidelines. Another congregant: wants to reopen soon. The fourth congregant: reopen the church now.

Dottie Frament received a phone call from a congregant who would like to be involved in any clean up needed to re-open.

Another congregant sent an email about (1) having outside groups back in the church building and (2) their interest in starting a sewing group to create pillows for children who are ill.

6. **President's report**

Peggy Kaufmann reported on a number of issues including Chamber insurance (HD to check on renewal of membership and insurance when we have a new minister); Servant Keeper training (Nina Forgette Corcoran will attend on June 22 from 1:00 pm to 4:00 pm); and Capital Area Council of Churches Meeting on Reopening and related issues (Carol Morris and Heather Diddel to attend).

7. **Staff report**

Roger provided an update about lighting and sound. He has been in touch with Sound Solutions (Chris Bailey) which can order the lighting fixture they propose to set up at the Church and do a demo. Sam House contacted Albany Theatre Supply to review other options. They will send a staff member on Tuesday morning, June 15, to look at the space and give us an estimate re lighting and

camera options. Roger believes that lightning is a particularly significant issue for the evening service, especially in the Fall and Winter, and he is intent on improving camera capability.

Roger advised that he has been contacted by one of the organizations that used to rent space from Unity Albany for their meetings. The Board will take that issue under consideration as a re-opening issue.

8. Finance report

In relevant part, Karina Reinhold reported that love donations were \$1,000 less than expenses last month. In general, the Church is doing an excellent job at keeping expenses very lean. The Church had a significant capital improvement expense for HVAC. Karina forwarded to the finance committee the motion approved by the board at the May meeting and action will be taken. The Committee will make a recommendation to the Board regarding investment of the remaining \$80,000. Paid insurance, workers comp, didn't pay Phil because he didn't send his timesheet. Keeping expenses way down and lean.

9. Building and Grounds Committee report

Carol reported on the proposal from the Building and Grounds Committee about reopening and opened the discussion about reopening on Saturday, July 18, 2021; seating capacity and design; vaccinated/non-vaccinated congregants and related issues of inclusiveness, safety, new guidelines, etc; the need for ushers and new usher responsibilities during this time; the process to make advance reservations to attend; sanctuary cleaning and related issues. Dottie, Dave and Heather to meet and further discuss different approaches to re-opening to discuss with the Board on Tuesday, July 15, 2021.

10. Executive Session: m/s/v to go into Executive Session at 7:07 p.m. until approximately 7:18 pm.

11. Adjourn: Peggy adjourned the meeting at approximately 7:20 pm

12. Closing Prayer and Happy birthday wishes for Peggy!

Respectfully submitted by

Heather Diddel, Secretary to the Board of Trustees