

**Second Congregational Meeting House Society, Unitarian Universalist
Board of Trustees Meeting – Tuesday, February 9th, 2021
5:30 – 7:30pm EST**

PLACE: On-line - Zoom Meeting / Notetaker: Clerk, Susan Richards

I. INTRODUCTION - Loretta

- Call to Order, Lighting the Chalice & Opening Words
- Each Trustee has current copy of Board Book with them?
- Each Trustee has read all previously distributed materials (e.g., this packet)?

At the January 31, 2021, mini-meeting after the Annual Meeting, Treasurer Paul pointed out that we had an emergency situation; for various reasons we did not approve a 2021 budget at Annual Meeting but we had employees reasonably expecting raises. He asked that we hold an emergency supplemental meeting to move forward on issues relating to a 2021 Annual Budget. This is that meeting. PPS

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| II. Approve members of 2021 FinCom (see page) | <u>Done by?</u>
5:50PM |
| III. Review and vote on Remembrance Garden Fund proposal (page) | 6:00PM |
| IV. Overview of the four-year hole we've dug ourselves into (page) | 6:10PM |
| V. Proposed 2021 Annual Budget approval schedule (page) | 6:20PM |
| VI. Review P1 2021 Annual Budget in detail – Q&A (page + separate attachment) | 7:00PM |
| VII. Direct Payroll (managed by Personnel) to start paying based on P1 Budget | 7:15PM |
| [The P1 proposed salaries, wages, and benefits are the same as Jan 19's (the ones I understand the Board voted to approve previously). January 24 is the start of the 2-week pay period in which the Annual Meeting occurred, and is when raises would have been effective if the Annual Meeting had passed a budget.] | |
| I MOVE that the Board direct Payroll, via Personnel, to start paying at the proposed "P1" 2021 wage and salary rates effective January 24, 2021, and that Personnel work to implement the proposed Office Manager benefits effective January 1, 2021. | |
| VIII. Second Emergency Board Meeting on March 2 to approve FinCom's 2021 budget and to Call a Special Congregational Meeting – should be quick? | |
| IX. ADJOURNMENT - Extinguish the Chalice | |

Dates to Remember: - Tuesday, February 16, 5:30PM BOT Meeting,
?Sunday, March 14, after service – Special Congregational Meeting to vote on 2021 budget?