



Date July 09, 2020

Tapestry Board of Trustees Meeting Minutes

Attendees: Michelle Antenesse, Joanne Kondori, Christine Kreuger, Dan Schmid, Elisabetta Panzica, Janet Lusk, Jim Bucklin, Paul Bonfanti

Absent: Rev. Kent Doss, Rob Nicholas

Guest(s) if any: None

The Board meeting was held on Zoom. The Board Meeting was called to order at 7:01pm by Christine Krueger. She provided opening words by: Ibram X Kendy "*How To Be An Anti-Racist*". This portion was followed by check-in.

Agenda and Approval of Minutes

1. Minutes of the June Board meeting were approved with no changes. There were no changes to the agenda and it was also approved as submitted.

Consent agenda: N/A

Business Themes:

Finance:

Report of VP Finance: Paul Bonfanti reported on the following:

Is wrapping 2019/2020 report and getting ready for the 2020/2021 report. His main focus is getting in touch with people who have not fulfilled their pledges. He says we have \$16,00 still out. About five people make out half of that. This year we will go with a lighter pledge than usual because of our economic circumstances that have affected our Tapestry families. It is too early to say how we are doing on pledges this year. The news that we got money from Supervisor Bartlett is very welcome it was 10,00 we were not expecting,. Paul will be taking a look at the budget to see how it will help us and fit in reduce our deficit spending.

Minister: Reverend Kent Doss **RECY Director:** Rob Nicholas

Minister Emeritus: Reverend Robert Jordan Ross **Music Director:** Melissa Sky-Eagle

President: Christine Krueger **VP Finance:** Paul Bonfanti **VP Operations:** Jim Bucklin

Treasurer: Dan Schmid **Secretary:** Elisabetta Panzica **Trustees:** Janet Lusk, Joanne Kondori, Michelle Antenessi

Christine:

Discussed OC District 5 grant of 10k. She spoke regarding the moving of funds **over from FOCD**. Paul said that the money will be used when it is need, but its use is being delayed right now.

Report of the Treasurer: Dan Schmid reported that he has created a budget: Dan's report was previously sent by email. Refer to Attachment A2. The main point Dan touch upon was that in June and last 3 months we are in a period of deficit spending directly related to pandemic. The PPP loan, Spirit gram, and loan from District Five are keeping us in a good financial position for the time being. In June Dan stated that he had a net loss of almost 7K, which was offset by the grants we received. The Operating account in June ended with a balance has 43.5 K increase from May and went up in June to 43.5K and .5 of that is Scrip sales. Contributions are down by 25% down after pandemic began. People need to make changes to their pledges need to change autopay's. UUA dues were discussed 5000 would be our contribution. Pledges are down,

- See additional summary details in **Attachment A**

Capital Budget Update:

The Capitol Account is restricted.

Renters/Space/Building/Grounds – There was discussion about the following:

Arturo Salgado Casa De Paz is small congregation, that rents from us, they pay cash which is good. Also we have a Swedish School renting our space, Svenska they stopped renting in March but are wanting to return in the fall. They are paying for storage space currently. John Eckhardt is our attorney that draws up our legal documents and leases concerning renters.

Report of VP Operations:

Jim Bucklin reported via email, sent prior to the meeting – see **Attachment B**. He also reported the following: He recounted that in accordance to the Paycheck Protection Program we have done everything we are supposed to as far as spending money. 28K were supposed to be spent within 24 weeks. We have met the obligation. Currently paperwork documenting our use of funds is not available but will be available in one month. Wells Fargo bank is sending documentation to document our use of the allotted funds. We will submit our response to wells Fargo. Jim also pointed out that PPP is forgiven if we use money on wages and the thing appropriated for use of loan funds.

Minister's Report: Rev. Kent reported the following:

No Minister report. Minister on sabbatical.

RECY: Rob Nicholas previously emailed his report. See **Attachment D**. Rob is Absent this meeting, has computer problems. He is Continuing story time, some parent burn out is noted with parents wanting kids of computers.. Pen pal program is going well.

Other Business:

- In regards to other business, several issues were discussed, including the "*Idle loan*". We opted not to do idle because we cannot afford to add more debt, we need to think about refinancing our first and second mortgages and the more debt we get, the worse we look.

- Members also discussed the SPI Consulting report created by business students at Cal State Fullerton. Dave Kinnear mentors several business students from the University. Students met with board members and gave good information that can be applied in our future marketing endeavors. Cal state Fullerton students created a consulting report as part of a case study for their project. They gave us some really good information to use for future marketing. The information they provided included marketing on Instagram and Twitter to bring in a younger crowd. They also suggested that we market to people living within a 15 mile drive of Tapestry.
- Also discussed was the need for name recognition in our community, and talk of future rebranding.
- Multiple platforms work to capture a larger audience and are being implemented targeting a younger crowd. Pintrest was suggested as a means to attract a younger crowd.
- It was also made clear that we do not want to grow to grow our funds but rather to serve the community at large.
Documents are available on google drive to resolve issues.
- Dave Sale taking technical lead. A virtual silent auction was discussed. Sue Dearing and Sheryl Hagen leaders of ways and means are looking into Auctria software for credit card bids. Auction is to take place from August 15th to August 22, 2020.
- Reserved parking spaces were mentioned as a possible auction item, making spaces available for six months to congregants winning bid. Spaces would be available after we begin to meet in person, for 6 months. Bid to start at 40 dollars. Michelle made a motion to included item in auction, Elisabetta seconded it. Motion passed.
- Surveillance Cameras were discussed. We have two indoor camaras. Richard checks camaras. A warning sign is posted outside of building stating, "Warning you are on video. A motion by Jim Bucklin was made to purchase to more cameras for \$180. Motion was seconded by Joanne. Christine will find out the specifics. Marley offered to pay. Richard and Marely will install new cameras.

Board retreat was discussed. Dates were not solidified. Team building and support were mentioned as part of program, Celia Young was suggested to lead retreat. It was also suggested to shorten retreat because the retreat would take place on Zoom. It was decided a shorter retreat was more appropriate.

- Newsletter was also discussed.
Column, Splinters From The Board is to be written by a different board member each month. Article is due on 21st day of prior month Finished article is to be sent to Connie Purcell.

Decisions Made a This Meeting:

New grant district OC 5 not taking money from OFCD until we need it., talked about blink cameras. Sci report was brought up in closing but decisions were not made , program needs to wait for Rev. Kent's input report was created for Rev Kent. Communication in regards to Scrip cards being on line

Send Thank You Notes to the Following:

Secretary Elisabetta was advised to Ask Connie Purcell if secretary is responsible to send thank you notes. Also it was suggested that she find out if there is anyone we need to thank. Dave Dearing dropped off singling bowl to Julia Rampone last month.

Who is Responsible for Splinters from the Board (Newsletter), next month: Janet Lusk

Next Board Meeting

August ____ at Tapestry

Closing words were by Christine, a quote from: Robert Orbin, an American comedy writer. *"If you can Laugh together, you can work together."*

Meeting adjourned at 9:01pm. Minutes taken and transcribed by Elisabetta Panzica, Secretary.

Attachments:

- Attachment A – Treasurer's Report (Dan Schmid)
- Attachment B – VP Operations Report (Jim Bucklin)
- Attachment C – Minister's Report (Rev. Kent doss)
- Attachment D – RECY Report (Rob Nicholas)
- Attachment E- Trustee Report (Michelle Antenesse)

Action Log

Date Proposed	Topic	Discussion/Action	Responsible Person	Status
07/19/2020	Follow up with Connie Purcell	Ask who is responsible for Thank You cards	Elisabetta Panzica	Done

