**Unity of Buffalo Annual Meeting**

**Via Zoom Call October 25, 2020 11:32**

**Opening Prayer:** Harriet Gromer Hicks

President Tiffany Jadoo Presiding reviewed Meeting Guidelines

**Approval of 2019 Minutes:** Secretary Mike Wickham asked that the Minutes from 2019 be accepted. It was moved by Lynn Tranchell, seconded by Millie Gibbs that the minutes of the October 20, 2020 and December 15, 2020 congregational meetings be approved as presented. The motion passed unanimously (votes were noted through the chat room).

**Election of New Board Members:** Tiffany reviewed the Church Bylaws requirements for Board service. Lynn Tranchell representing the Board Nominating Committee introduced the two candidates, Annabelle Ludwick and Jessamine (Ingrid) Jackson. A brief background for each individual was read and they both spoke about their reasons for wanting to serve on the Board at this time. The two candidates were approved by acclimation.

**Review of 2019-20 Accomplishments and Activities:**

Mary Anne Kennedy Silkes referred to the seven-page report that is posted on our website and highlighted some of the major accomplishments of the past year. These included successful launch of the Spirit Groups program, new doors installed at the church, other building and property improvements. Due to the passing of our long-time handyman Jim Connolly, there is an even greater need for congregational participation and ownership with our property maintenance. We are grateful to have received the Payroll Protection Program forgivable loan. We are also grateful for the work of the Re-Opening/Re-Imagining team led by Mary Anne Silkes. Many other details are outlined in the full report.

**2019-20 Financial Report:**

Richard Koch, CPA, reviewed the financial statements for the 2019-20 fiscal year (attached). A question was asked about if our parking lot tenants are continuing to use the parking lot and pay rent. The answer is yes. Parking lot is still in use by renters and they are fulfilling payment obligations.

Clem motioned to receive the report and Ken seconded the motion. The motion passed unanimously.

**Proposed Budget for 2020-21:**

Clem Olson, Board treasurer, presented the proposed budget for the new year. He acknowledged and appreciated the congregation for their consistent giving over the past year during this time while our building has been closed. The proposed budget includes a 2% salary increase for the minister and the music director and plans to reseal and stripe the parking lot for maintenance purposes. Ken noted that parking lot improvements/maintenance should come out of capital reserve fund.

Clem Olson moved to accept the budget. Harriet Gromer-Hicks seconded the motion. The majority passed, one abstention noted.

**Discussion about Former Employee:**

Joe Ferraro interrupted the budget discussion process to state that he has decided to be an advocate for Kelly Murphy (former office manager). He raised his concerns and there was a discussion of her employment with the church and the position of Office Administrator.

Board President Tiffany Jadoo indicated that by New York state law, personnel issues are confidential and cannot be discussed publicly. She added that the Board takes all of its discussions and decisions very seriously.

Ken Riches made a motion to not dispute an application for unemployment if Kelly applies. Joe Ferraro seconded the motion. After much discussion, the vote was taken. The motion was approved with one “no” vote and two abstentions noted in the chat room.

There was further discussion about the role of the Board and minister with regard to overseeing employees and the challenges of this position in general. A suggestion was made that the duties of this position should be separated into two separate positions: one for audio visual responsibilities and one for general office administration.

Several members asked for calmness and Harriet Gromer-Hicks offered a prayer for calmness, healing and resolution.

**Goals for 2020-21:** Eve Wackett presented the goals for 2020-21 that the Board is proposing for the new year –

* Continue to support the success of our SpiritGroups and Prayer Chaplains programs as important components for our being a mission-centric ministry.
* Planning for the eventual transition to indoor Sunday services and/or a combination of online and in-person services.
* Continue to build upon the success of the outdoor programming we have had with events on our Unity Peace Park this year.
* Priority projects for our building and grounds maintenance this year are re-sealing and striping of the parking lot and plans to replace the upper roof.
* Continue to grow and expand our online presence and digital media offerings.

**Appreciation to Outgoing Board Members:** Rev. Mary expressed thanks to both Tiffany Jadoo and Eve Wackett for their service on the board. Tiffany has completed two full terms for a total of six years. Eve was appointed to fill an incomplete term on the Board. Harriet led a prayer of appreciation for both board members.

**Adjournment:** Clem Olson moved for adjournment of the meeting. Eve Wackett seconded the motion. All approved. The meeting was adjourned.

**Meeting Evaluation:** Comments were made.

**Closing Prayer:**  led by Harriet.